**Integration between EJAR and Saudi Electricity Company**

**Requirements & Specifications Document**  
  
Ejar Platform

**EJAR - SEC Integration BRS**

Version 1.4

Version Control

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Glossary

|  |  |
| --- | --- |
| **Term / Abbreviation** | **Description** |
| **MOH** | Ministry of Housing |
| **MOJ** | Ministry of Justice. |
| **NIC** | National Information Center. |
| **EJAR** | A comprehensive and integrated system owned and run by MOH to regulate and control the tenancy and leasing in real-estate market within the kingdom. |
| **Property** | A real-estate entity owned or rented by individual or an organization. |
| **Unit** | An enclose spatial piece of the property. |
| **Ownership Document** | A property registration record that describes the property ownership or the right to benefit from the property. |
| **Owner** | An individual or organization that owns a property that supported by ownership document. |
| **Lessor** | An individual or organization that has the right to gain the benefits of leasing the property. In some cases, the lessor could be the owner himself in case the ownership is registered under his name. |
| **Tenant** | An individual or organization that rents a property unit(s). |
| **Rental Contract** | It represents the contract between two parties (lessor and tenant) within EJAR regarding leasing certain units(s) with legal terms and conditions as well as financial information. |
| **Parties** | Its means lessor and tenant whoever individuals or organization. |
| **BO** | **B**rokerage **O**ffice; the intermediate party between the lessor and the tenant to facilitate the leasing process based on brokerage agreement (**BA**). |
| **Legal Representative** | An individual holding a legal document (either paper document or electronic document authenticated in MOJ) to represent one of the following bodies:   * Individual lessor * Group of lessors * Individual tenant * Profit organization/company * Non-profit organization   We may refer to the (Legal Representative) simply by (Representative). |
| **SEC** | **S**audi **E**lectricity **C**ompany |
| **Customer** | By Customer, we refer to the beneficiary who receives SEC services through electricity meter. |
| **SAP IS-U** | **SAP**'s **I**ndustry-**S**pecific Solution for the **U**tilities Industry, an integrated component of SAP enterprise software designed as utility sales and information management system that supports business functions such as meter reading, meter data management, scheduling, billing, invoicing, accounting, customer service, and integration to customer relations management. |
| **Connection Object** | A building, piece of **property** or other facility that is connected to the electricity supply grid. Connection object may contain more than one premise. It is tied to a postal address. |
| **Premise** | A spatially enclosed **Unit** supplied with electricity such as flat or factory. It may contain one or more electricity meters installed. Each Premise is uniquely identified by a Premise ID. |
| **Installation** | Stores the billing information in SAP IS-U for one or more devices at a premise. |
| **Meter** | SEC utility service device installed in a certain location to provide electricity services. It mainly stores the amount of electricity consumption across the time. Meter is always uniquely identified by Meter Number. |
| **Master Data** | The master data model in **SAP IS-U that** holds both, the **customer** and **property** information. It is subdivided into two categories: -   * Business Master Data: holds **Customer** information. * Technical Master Data: holds **Property** information. |
| **SEC Contract Account** | An account at SEC that ccontains all business data of the customer as well as billing method, payment method and collection method. |
| **Meter Centric (MC)** | An approach that put the electricity meter in the focal point of all decisions related to delivering the electricity services. |
| **Customer Centric (CC)** | An approach that put the customer in the focal point of all decisions related to delivering the electricity services to create customer satisfaction, loyalty and advocacy. |
| **Integration Service** | Middle-ware layer serving back-end integration between EJAR platform and Saudi Electricity Company (SEC) to assure there are no account receivables or any outstanding items at any given Contract Account associated with SEC customer involved in any active rental relation within EJAR. We will use (Service) instead of (Integration Services) in this document for simplicity purpose. |
| **Service Provider** | The platform that provide and maintain the underlying integration service (SEC). |
| **Service Requester** | The client platform that consume the functions of the underlying integration service (EJAR). |
| **Service Operation** | Any integration service provided by the service provider that is consisted of one or more service operations, which are specific functions that the service can do. We will use (Operation) instead of (Service Operation) in this document for simplicity purpose. |

Contents

[1. Overview 8](#_Toc97794410)

[2. Assumptions 8](#_Toc97794411)

[3. Dependencies, constraints and risks 9](#_Toc97794412)

[3.1. Dependencies 9](#_Toc97794413)

[3.2. Constraints 9](#_Toc97794414)

[3.3. Risks 10](#_Toc97794415)

[4. Scope 10](#_Toc97794416)

[4.1. In-Scope functionalities 10](#_Toc97794417)

[4.2. Out-Scope functionalities 11](#_Toc97794418)

[5. Integration Service Functions 11](#_Toc97794419)

[5.1. Operation 1: Premise Check 11](#_Toc97794420)

[5.2. Operation 2: Tenant Stumble Check 22](#_Toc97794421)

[5.3. Operation 3: Meter Reading Plausibility Check 25](#_Toc97794422)

[5.4. Operation 4: Tenant Move In 28](#_Toc97794423)

[5.5. Operation 5: Tenant Move Out 41](#_Toc97794424)

[5.6. Operation 6: Ejar Notification 44](#_Toc97794425)

[6. Impact on EJAR BRS 51](#_Toc97794426)

[6.1. User Stories 51](#_Toc97794427)

[6.2. Business Rules 56](#_Toc97794428)

[6.3. Use Case Diagram 57](#_Toc97794429)

[6.4. Business Process Workflow 58](#_Toc97794430)

[6.4.1. Move-In process workflow 58](#_Toc97794431)

[6.4.2. Move-Out process workflow 59](#_Toc97794432)

[6.4.3. View MI/MO requests process workflow 60](#_Toc97794433)

[6.4.4. Design Guide 61](#_Toc97794434)

[6.5. Use Cases 62](#_Toc97794435)

[6.5.1. Move-In Request 62](#_Toc97794436)

[6.5.2. Move-Out Request 66](#_Toc97794437)

[6.5.3. View MI/Mo requests 68](#_Toc97794449)

[6.5.4. Notifying SEC with updates 69](#_Toc97794459)

[5.6 Messages 70](#_Toc97794460)

# Overview

The document delineates the process of transferring electricity service liability during contract duration between owner/lessor and tenant. This implies two main operations provided by SEC which are:

* **Move-In**: Transferring liability in SEC’s SAP IS-U system from owner/lessor to tenant based on valid rental contract. This is triggered by a Move-In request within EJAR.
* **Move-Out**: Transferring back liability in SEC’s SAP IS-U system from tenant to owner/lessor based on expired or terminated rental contract (or even upon agreement between lessor and tenant). This is triggered by a Move-Out request within EJAR.

Therefore, the specifications and business requirements of the integration service is depicted firstly, then the impact of the integration on EJAR is presented later in connection with the integration service functions.

# Assumptions

* EJAR will validate the customer details before sending the information to SEC for those customers are registered in EJAR. Therefore, they will be created as Customer Centric nature in SAP IS-U system and will be with Source of authentication updated as “EJAR”.
* The **Premise ID** will be saved with **Unit information** in EJAR.
* EJAR will validate Premise ID and Meter Number using the Premise Check operation provided by SEC.
* EJAR will confirm any Move-In or Move-Out request and then notify SEC by the concerning update.
* EJAR will check the outstanding receivables for the customer in SEC whenever a move-in is occurred for the underlying contract in order to raise any request.
* If Owner/Tenant is not SEC customer or not providing clues for that, then EAJR will capture all the required data and information and notify SEC with them as Move-In. SEC in turn checks if he has a contract account or not, then creates a contract account for him as per SEC procedures if he hasn’t one.
* For the existing contracts before integration, EJAR will develop some mechanism to notify SEC with the Move-In related to them.
* Non-profit and Licensed organizations will not be validated by EJAR and this will be the responsibility of the brokerage offices to validate them.
* Not all Saudi national addresses are registered in SAP IS-U, so details will be available only for those records which have Saudi national address. Otherwise, the Premise registered address will be returned instead.

# Dependencies, constraints and risks

# Dependencies

* Move-Out request can be triggered only by EJAR for those Move-In requests which were initiated through EJAR.
* EJAR should show SEC Terms and conditions which should be accepted by rental contract parties to initiate the move-in request.
* EJAR will ensure that there’s no tenant outstanding balance before sending update request SEC for further processing.

# Constraints

* In SEC’s SAP IS-U, any new Move-In request through any other channel rather than EJAR will be rejected for those Premises moved in EJAR.
* Move-Out requests will be triggered by EJAR for those requests only that it has Move-in triggered by EJAR.
* Usage category “Agriculture” is not catered by EJAR.
* Subleasing is not supported by SEC. at any given instance. The master data will be created for Owner & Tenant ONLY.
* No Business Process will be linked to POA in SAP IS-U system, so legal representatives won’t be considered.
* Requests sent by EJAR must be for current contracts due to the following: -
  + No future Move-In or Move-Out is allowed, SEC will accept Only Current Move-In and Current Move-Out requests.
  + SEC SAP IS-U system will reject any EJAR update request dated in the past.

# Risks

* + Forcing customers to provide with Premise ID for their properties maybe a risk that affects the number of contracts attained by EJAR.

# Scope

# In-Scope functionalities

Document depicts integration service operations beneath provided by SEC: -

* **Integration Service: -**
  + [Premise Check](#OP1_Premise_Check)
  + [Tenant Stumble Check](#OP2_Tenant_Stumble_Check)
  + [Meter Reading Plausibility Check](#OP3_MR_Plausibility)
  + [Tenant Move-In](#OP4_Move_In)
  + [Tenant Move-Out](#OP5_Move_Out)
  + [Ejar Notification](#OP6_Ejar_Notification)
* [**Impact of integration on Ejar**](#Imapct)
  + [Move-In request](#Move_In_Request)
  + [Move-Out Request](#Move_Out_Request)

# Out-Scope functionalities

* Multi meters premises (require more than one reading for each meter). Therefore, grouping and ungrouping meters are not included.
* Any master data validations required by SAP ISU system related to the conversion from Meter centric to Customer Centric.
* All other ID types namely SPECIAL ID, Bedouin.
* Investors contracts.
* Subleased contracts.
* contracts for agency (Awqaf).
* Any SMS for SEC billing and transferring liabilities.

# Integration Service Functions

# Operation 1: Premise Check

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Description | | | | | | | | | |
| Verifies the validity of premise details, meter number, national address as well as owners and tenant details for allowed residential and commercial usage categories based on the provided premise ID. | | | | | | | | | |
| Input Parameters | | | | | | | | | |
| # | **Name (EN+AR)** | **Type** | **Mandatory?** | | | **Validation** | **Enum** | | **Description/Notes** |
| I1.1 | Premise ID  رقم الموقع | Integer |  | | | Size:10 |  | Only for [single-meter](#Out_Scope_Multimeters) premises. | |
| Output | | | | | | | | | |
| Premise’s Details | | | | | | | | | |
| # | **Name** | **Type** | | **Enum** | | **Description/Notes** | | | |
| O1.1 | Premise ID  رقم الموقع | Integer | |  | | Only for [single-meter](#Out_Scope_Multimeters) premises. | | | |
| O1.2 | Site Scenario Type  نوع التركيب بالموقع | Enum | | [Scenario](#Enum_1_2_Site_Scenario_Type) | | Installation type (Multimeter or single meter); this version is limited to [single meter](#Out_Scope_Multimeters) installations. | | | |
| O1.3 | Usage Category  نوع الاستخدام | Enum | | [Usage](#Enum_Usage_Category) | | Billing class of the active Installation for given Premise ID maintained in SAP ISU system (residential or commercial). | | | |
| O1.4 | MC/CC Indicator  نوع التمركز | Enum | | [Centricity](#Enum_1_3_Customer_Centricity_Type) | | Indicator as per SAP ISU system:   1. MC (Meter Centric)   CC (Customer Centric) | | | |
| Billing & Invoicing | | | | | | | | | |
| # | **Name** | **Type** | | **Enum** | | **Description/Notes** | | | |
| O1.6 | Open Balance Status  حالة الرصيد الافتتاحي | Boolean | | - | | Open balance or account receivables status (Yes/No). | | | |
| O1.7 | Next Scheduled Invoice Date  تاريخ الفاتورة القادمة | Date | | - | | The Next scheduled billing and Invoicing date for given Installation / Premise in SAP IS-U. | | | |
| Meter’s Details | | | | | | | | | |
| # | **Name** | **Type** | | **Enum** | | **Description/Notes** | | | |
| O1.8 | Meter Number  رقم العداد | String | |  | | Size: 200 (Legacy reference of meter number). | | | |
| O1.9 | Equipment Number  رقم الجهاز | String | |  | | Equipment number related to the provided meter number as per SAP ISU-U. | | | |
| O1.10 | Meter Type  نوع العداد | Enum | | [Meter](#Enum_1_4_Meter_Type) | |  | | | |
| National Address (Structure) | | | | | | | | | |
| # | **Name** | **Type** | | **Enum** | | **Description/Notes** | | | |
| O1.11 | Building Number  رقم المبنى | Integer | |  | |  | | | |
| O1.12 | Additional Number  الرقم الإضافي | Integer | |  | |  | | | |
| O1.13 | Postal Code  الرمز البريدي | String | |  | |  | | | |
| O1.14 | Street  الشارع | String | |  | |  | | | |
| O1.15 | District  الحي | String | |  | |  | | | |
| O1.16 | City  المدينة | String | |  | |  | | | |
| O1.17 | Region Name  اسم المنطقة | String | |  | |  | | | |
| Owner’s Details (Individual) | | | | | | | | | |
| # | **Name** | **Type** | | **Enum** | | **Description/Notes** | | | |
| O1.18 | Owner Identity Number  رقم الهوية | Integer | | - | | ID number of the Owner (**Individual**) as maintained in SAP ISU system | | | |
| O1.19 | Owner Identity Type  نوع الهوية | Enum | | [Identity](#Enum_1_6_Identity_Type) | | ID number of the Owner (**Individual**) as maintained in SAP ISU system. | | | |
| O1.20 | Owner Mobile  الجوال | String | | - | | Contact number of the Owner (**Individual**) as maintained at Business Partner level for active Contract for given Premise ID maintained in SAP ISU system. | | | |
| O1.21 | Owner First Name  الاسم الأول | String | | - | | First Name of Customer (**Individual**) maintained at Business Partner level for active Contract for given Premise ID maintained in SAP ISU. | | | |
| O1.22 | Owner Father Name  اسم الأب | String | | - | | Father Name of Customer (**Individual**) maintained at Business Partner level for active Contract for given Premise ID maintained in SAP ISU system. | | | |
| O1.23 | Owner Grandfather Name  اسم الجد | String | | - | | Grandfather Name of Customer (**Individual**) maintained at Business Partner level for active Contract for given Premise ID maintained in SAP ISU system. | | | |
| O1.24 | Owner Last Name  العائلة | String | | - | | Last Name of Customer (**Individual**) maintained at Business Partner level for active Contract for given Premise ID maintained in SAP ISU system. | | | |
| Owner’s Details (Organization) | | | | | | | | | |
| # | **Name** | **Type** | | **Enum** | | **Description/Notes** | | | |
| O1.25 | Owner Organization Name 1  اسم المنشأة 1 | String | |  | | Name of Organization 1 maintained at Business Partner level for active Contract for given Premise ID maintained in SAP ISU system (**Organization**). | | | |
| O1.26 | Owner Organization Name 2  اسم المنشأة 2 | String | |  | | Name of Organization 2 maintained at Business Partner level for active Contract for given Premise ID maintained in SAP ISU system (**Organization**). | | | |
| O1.27 | Owner Commercial Identification Type  نوع التعريف التجاري | Enum | | [CR](#Enum_1_7_CR_Type) | | Commercial Identification Type of the Organization (**Organization**). | | | |
| O1.28 | Owner Commercial Identification Number  رقم التعريف التجاري | Integer | |  | | Commercial Identification Number of the Organization (**Organization**). | | | |
| O1.29 | Owner Registration Date  تاريخ التسجيل | Date | |  | | Registration date of the organization (**Organization**). | | | |
| Owner(s) Representative | | | | | | | | | |
| # | **Name** | **Type** | | **Enum** | | **Description/Notes** | | | |
| O1.30 | Owner Representative First Name  الاسم الأول لممثل المنشأة | String | |  | | Owner Representative First Name (**Organization**). | | | |
| O1.31 | Owner representative Father Name  اسم الأب لممثل المالك | String | |  | |  | | | |
| O1.32 | Owner representative Grandfather Name  اسم الجد لممثل المالك | String | |  | |  | | | |
| O1.33 | Owner Representative Last Name  الاسم الأخير لممثل المنشأة | String | |  | | Owner Representative Last Name (**Organization**). | | | |
| O1.34 | Owner Representative Mobile  جوال ممثل المنشأة - المالك | String | |  | | Owner Representative Mobile Number (**Organization**). | | | |
| Tenant’s Details (Individual) | | | | | | | | | |
| # | **Name** | **Type** | | | **Enum** | **Description/Notes** | | | |
| O1.35 | Tenant Identity Number  رقم الهوية | Integer | | | - | ID number of the tenant (**Individual**) as maintained in SAP ISU system | | | |
| O1.36 | Tenant Identity Type  نوع الهوية | Enum | | | [Identity](#Enum_1_6_Identity_Type) | ID number of the tenant (**Individual**) as maintained in SAP ISU system. | | | |
| O1.36 | Tenant Mobile  الجوال | String | | | - | Contact number of the tenant (**Individual**) as maintained at Business Partner level for active Contract for given Premise ID maintained in SAP ISU system. | | | |
| O1.37 | Tenant First Name  الاسم الأول | String | | | - | First Name of tenant (**Individual**) maintained at Business Partner level for active Contract for given Premise ID maintained in SAP ISU. | | | |
| O1.38 | Tenant Father Name  اسم الأب | String | | | - | Father Name of tenant (**Individual**) maintained at Business Partner level for active Contract for given Premise ID maintained in SAP ISU system. | | | |
| O1.39 | Tenant Grandfather Name  اسم الجد | String | | | - | Grandfather Name of tenant (**Individual**) maintained at Business Partner level for active Contract for given Premise ID maintained in SAP ISU system. | | | |
| O1.40 | Tenant Last Name  العائلة | String | | | - | Last Name of tenant (**Individual**) maintained at Business Partner level for active Contract for given Premise ID maintained in SAP ISU system. | | | |
| Tenant’s Details (Organization) | | | | | | | | | |
| # | **Name** | **Type** | | | **Enum** | **Description/Notes** | | | |
| O1.41 | Tenant Organization Name 1  اسم المنشأة 1 | String | | |  | Name of tenant Organization 1 maintained at Business Partner level for active Contract for given Premise ID maintained in SAP ISU system (**Organization**). | | | |
| O1.42 | Tenant Organization Name 2  اسم المنشأة 2 | String | | |  | Name of tenant Organization 2 maintained at Business Partner level for active Contract for given Premise ID maintained in SAP ISU system (**Organization**). | | | |
| O1.43 | Tenant Commercial Identification Type  نوع التعريف التجاري | Enum | | | [CR](#Enum_1_7_CR_Type) | Commercial Identification Type of the tenant Organization (**Organization**). | | | |
| O1.44 | Tenant Commercial Identification Number  رقم التعريف التجاري | Integer | | |  | Commercial Identification Number of the tenant Organization (**Organization**). | | | |
| O1.45 | Tenant Registration Date  تاريخ التسجيل | Date | | |  | Registration date of the tenant organization (**Organization**). | | | |
| Tenant Representative | | | | | | | | | |
| # | **Name** | **Type** | | | **Enum** | **Description/Notes** | | | |
| O1.46 | Tenant Representative First Name  الاسم الأول لممثل المنشأة | String | | |  | Tenant Representative First Name (**Organization**). | | | |
| O1.47 | Tenant representative Father Name  اسم الأب لممثل المالك | String | | |  |  | | | |
| O1.48 | Tenant representative Grandfather Name  اسم الجد لممثل المالك | String | | |  |  | | | |
| O1.49 | Tenant Representative Last Name  الاسم الأخير لممثل المنشأة | String | | |  | Tenant Representative Last Name (**Organization**). | | | |
| O1.50 | Tenant Representative Mobile  جوال ممثل المنشأة - المالك | String | | |  | Tenant Representative Mobile Number (**Organization**). | | | |
| O1.51 | Tenant Representative Email  البريد الإلكتروني ل ممثل المنشأة - المالك | String | | |  |  | | | |
| Rental Contract | | | | | | | | | |
| # | **Name** | **Type** | | | **Enum** | **Description/Notes** | | | |
| O1.52 | Contract Number  رقم العقد | Integer | | | 12 | Contract number shared by EJAR. | | | |
| Enumerations | | | | | | | | | |
| Enum.1.1: Usage Category | | | | | | | | | |
| Code | **Value (EN)** | | | | | | **Value (AR)** | | |
| 1 | Residential | | | | | | سكني | | |
| 2 | Commercial | | | | | | تجاري | | |
| Enum.1.2: Site Scenario Type | | | | | | | | | |
| Code | **Value (EN)** | | | | | | **Value (AR)** | | |
| 1 | Standard Meter | | | | | | عداد قياسي | | |
| 2 | Multimeter | | | | | | عداد متعدد | | |
| Enum.1.3: Customer Centricity Type | | | | | | | | | |
| Code | **Value (EN)** | | | | | | **Value (AR)** | | |
| 1 | Meter Centric (MC) | | | | | | تمركز العداد | | |
| 2 | Customer Centric (CC) | | | | | | تمركز العميل | | |
| Enum.1.4: Meter Type | | | | | | | | | |
| Code | **Value (EN)** | | | | | | **Value (AR)** | | |
| 0 | This may be left blank and, in this case, (**blank**) will be dealt as **Dumb Meter**. | | | | | | | | |
| 1 | Dumb Meter | | | | | | عداد عادي | | |
| 2 | SMART Meter | | | | | | عداد ذكي | | |
| Enum.1.5: Ownership Document Type | | | | | | | | | |
| Code | **Value (EN)** | | | | | | **Value (AR)** | | |
| 1 | Paper Title Deed | | | | | | صك ملكية ورقي | | |
| 2 | Electronic Title Deed | | | | | | صك ملكية إلكتروني | | |
| 3 | Hojjat Esthkam | | | | | | حجة استحكام | | |
| 4 | Other | | | | | | أخرى | | |
| Enum.1.6: Identity Type | | | | | | | | | |
| Code | **Value (EN)** | | | | | | **Value (AR)** | | |
| 1 | National ID | | | | | | هوية وطنية | | |
| 2 | Resident ID | | | | | | هوية مقيم | | |
| 3 | GCC ID | | | | | | هوية خليجية | | |
| 4 | Commercial Register (CR) | | | | | | سجل تجاري | | |
| Enum.1.7: Commercial Identification Type | | | | | | | | | |
| 101 | Sole Proprietorship | | | | | | مؤســـسة فـــردية | | |
| 102 | Foreign Sole Proprietorship Branch | | | | | | فرع مؤسسة فردية اجنبية | | |
| 201 | Simple Recommendation | | | | | | تــــوصية بســـيطة | | |
| 202 | Shares limited company | | | | | | شركة توصيه بالأسهم | | |
| 203 | Solidarity | | | | | | تضــــــــامن | | |
| 204 | Limited liability | | | | | | ذات مسئولية محدودة | | |
| 205 | Input | | | | | | مساهمة | | |
| 206 | Arab contribution | | | | | | مساهمة عربية | | |
| 207 | Branch of a foreign limited company | | | | | | فرع شركة أجنبية محدودة | | |
| 208 | Branch of a foreign joint venture | | | | | | فرع شركة أجنبية تضامنية | | |
| 209 | Branch of a foreign joint stock company | | | | | | فرع شركة مساهمة أجنبية | | |
| 210 | Foreign company branch simple recommendation | | | | | | فرع شركة أجنبية توصية بسيطة | | |
| 211 | Simple Mixed Capital Recommendation | | | | | | توصية بسيطة برأس مال مختلط | | |
| 213 | Solidarity with mixed capital | | | | | | تضامن برأس مال مختلط | | |
| 214 | Mixed limited liability | | | | | | ذات مسئولية محدودة مختلطة | | |
| 215 | Mixed joint stock company | | | | | | شركة مساهمة مختلطة | | |
| 216 | foreign contribution | | | | | | مساهمة أجنبية | | |
| 221 | Simple foreign capital recommendation | | | | | | توصية بسيطة برأس مال أجنبي | | |
| 223 | Solidarity with foreign capital | | | | | | تضامن برأس مال اجنبي | | |
| 224 | foreign limited | | | | | | محدودة أجنبية | | |
| 225 | Recommendation for a Gulf capital | | | | | | توصيه برأس مال خليجي | | |
| 226 | Solidarity with Gulf capital | | | | | | تضامن برأس مال خليجي | | |
| 227 | Limited with Gulf capital | | | | | | محدودة برأس مال خليجي | | |
| 228 | Contribution with a Gulf capital | | | | | | مساهمة برأس مال خليجي | | |
| 701 | Foreign Executive Contracting Other | | | | | | اجنبية تنفيذية متعاقدة اخـرى | | |
| 702 | Scientific and technical offices | | | | | | مكاتب علمية وفنية | | |
| 703 | representation offices | | | | | | مكاتـب تمثيل | | |
| 704 | A foreign consultant with a permanent license | | | | | | اجنبية استشارية بترخــيص دائم | | |
| 705 | A foreign consultant with a temporary license | | | | | | اجنبية استشارية بترخيـــص مؤقت | | |
| 706 | Branches of companies with a commercial register | | | | | | فروع شركات حاصلة على سجل تجارى | | |
| 707 | Branches of licensed foreign companies | | | | | | فروع شركات اجنبية مرخص لها | | |
| Business Rules | | | | | | | | | |
| BR.1.1 | No access will be allowed to the following site types: -   * Governmental * Inactive * Pulled-out * Multi-meter * Commercial * Disconnected * Compound * Collective accounts * Temporary * SEC facilities | | | | | | | | |
| Specifications | | | | | | | | | |
| SP.1.1 | N/A | | | | | | | | |
| Return Codes | | | | | | | | | |
| # | **Error (EN)** | **Error (AR)** | | | | | **Source/Reason** | | |
| 101 | Please Enter the valid Premise ID  فضلاً، أدخل رقم موقع صحيح | | | | | | | | |
| 108 | Request not allowed for government site  الطلب غير مسموح به للمواقع الحكومية | | | | | | | | |
| 109 | Request not allowed for Inactive site  الطلب غير مسموح به للمواقع الغير نشطة | | | | | | | | |
| 110 | Request not allowed for Pulled-out site  الطلب غير مسموح به للمواقع المشطوبة | | | | | | | | |
| 111 | Request not allowed for multi meter site  الطلب غير مسموح به للمواقع متعددة العدادات | | | | | | | | |
| 112 | Request not allowed for Commercial site  الطلب غير مسموح به للمواقع التجارية | | | | | | | | |
| 113 | Request not allowed for Disconnected site  الطلب غير مسموح به للمواقع المفصول عنها الخدمة | | | | | | | | |
| 115 | Request not allowed for Compound site  الطلب غير مسموح به للمواقع المركبة | | | | | | | | |
| 116 | Request not allowed for Collective accounts site  الطلب غير مسموح به للمواقع ذات الحسابات المجمعة | | | | | | | | |
| 117 | Request not allowed for SEC Facility  الطلب غير مسموح به للمواقع التابعة لشركة الكهرباء | | | | | | | | |
| 118 | Request not allowed for Temporary Site  الطلب غير مسموح به للمواقع المؤقتة | | | | | | | | |
| Special Notes | | | | | | | | | |
| * N/A | | | | | | | | | |

# Operation 2: Tenant Stumble Check

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Description | | | | | | |
| Return information about the tenant’s obstacles as extracted from SAP IS-U system based on the tenant’s identity. | | | | | | |
| Input Parameters | | | | | | |
| # | **Name (EN+AR)** | **Type** | **Mandatory?** | **Validation** | **Enum** | **Description/Notes** |
| I2.1 | Tenant Identity Type  نوع هوية المستأجر | Enum |  |  | [Identity](#Enum_1_6_Identity_Type) |  |
| I2.2 | Tenant Identity Number  رقم هوية المستأجر | Integer |  | **Size**: 12 |  |  |
| Output | | | | | | |
| Result | | | | | | |
| # | **Name** | **Type** | **Enum** | **Description/Notes** | | |
| O2.1 | Tenant Identity Type  نوع هوية المستأجر | Enum | [Identity](#Enum_1_6_Identity_Type) |  | | |
| O2.2 | Tenant Identity Number  رقم هوية المستأجر | String |  |  | | |
| O2.3 | Total due balance  إجمالي الاستحقاق | Decimal |  | This will be total of all balances that are overdue for the customer | | |
| O2.4 | Contract Account  حساب المشترك | String |  | Contract Accounts assigned to given National ID in SEC. | | |
| O2.5 | Contract Status  حالة عقد حساب المشترك | String |  | If SEC Contract Account of the given Premise is Active ‘Y’ or ‘N’ populated based on validation. | | |
| Rental Contract Details | | | | | | |
| # | **Name** | **Type** | **Enum** | **Description/Notes** | | |
| O2.6 | Contract Number  رقم العقد | Integer |  | Contract Number shared by Ejar | | |
| Opening Balance & Outstanding items | | | | | | |
| # | **Name** | **Type** | **Enum** | **Description/Notes** | | |
| O2.9 | Opening Balance Status | Boolean |  | Yes / No | | |
| O2.10 | Opening Balance Amount | Decimal |  |  | | |
| Invoice Details (List) | | | | | | |
| # | **Name** | **Type** | **Enum** | **Description/Notes** | | |
| O2.11 | Invoice Number  رقم الفاتورة | Integer | - |  | | |
| O2.12 | Invoice Amount  مبلغ الفاتورة | Decimal | - |  | | |
| O2.13 | Invoice Issue Date  تاريخ إصدار الفاتورة | Date | - |  | | |
| O2.14 | Invoice Due Date  تاريخ استحقاق الفاتورة | Date | - |  | | |
| Premise Info | | | | | | |
| # | **Name** | **Type** | **Enum** | **Description/Notes** | | |
| O2.15 | Premise ID  رقم الموقع | Integer |  |  | | |
| O2.16 | Site Scenario Type  نوع التركيب بالموقع | Enum | [Scenario](#Enum_1_2_Site_Scenario_Type) |  | | |
| O2.17 | Meter Number  رقم العداد | String |  | Legacy reference of meter number. | | |
| O2.18 | Equipment Number  رقم الجهاز | String |  |  | | |
| O2.19 | Multi-Meter Indicator  مؤشر العدادات المتعددة | String | - | (Primary, Secondary) as per the SAP IS-U system | | |
| Business Rules | | | | | | |
| BR.2.1 | In case of GCC residence, only his GCC ID will be sent via tenant stumble check, since SAP IS-U system stores only the GCC ID as part of registration for GCC citizens. | | | | | |
| Specifications | | | | | | |
| SP.2.1 | * In case that GCC residents are registered in EJAR using Passport numbers, system will prompt for GCC ID only. * In case that the ID is not validated, system will prompt for the validation of them (will be dealt as missing details). * In case of missing details, system will prompt for it. | | | | | |
| Return Codes | | | | | | |
| # | **Error (EN)** | **Error (AR)** | | | **Source/Reason** | |
| 103 | Please enter the valid ID number  فضلاً، أدخل رقم هوية صحيح | | | | | |
| 104 | Please enter the valid ID type  فضلاً، أدخل نوع صحيح للهوية | | | | | |
| 119 | No contract account found for the given ID number  لا يوجد حساب مشترك بالكهرباء مرتبط برقم الهوية المدخل | | | | | |
| Special Notes | | | | | | |
| * N/A | | | | | | |

# Operation 3: Meter Reading Plausibility Check

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Description | | | | | | | | |
| Return the plausibility of the electricity meter (Non-smart meters only) reading provided by the customer. In addition, it returns the expected reading should be provided for the that meter in case the reading is missing, or the reading is implausible. | | | | | | | | |
| Input Parameters | | | | | | | | |
| # | **Name (EN+AR)** | **Type** | **Mandatory?** | | **Validation** | **Enum** | | **Description/Notes** |
| I.3.1 | Premise ID  رقم الموقع | Integer |  | | **Size**: 10 | **-** | Premise ID in SAP IS-U | |
| I.3.2 | Meter Number  رقم العداد | String |  | | **Size**: 200 | **-** | Legacy reference Number | |
| I.3.3 | Equipment Number  رقم الجهاز | Integer |  | |  |  |  | |
| I.3.4 | Customer Meter Reading  قراءة العميل للعداد | Decimal |  | |  |  |  | |
| I.3.5 | Meter Reading Type  نوع قراءة العداد | Enum |  | | **Enum** | [Reading Type](#Enum_Meter_Reading_Type) |  | |
| I.3.6 | Meter Reading date  تاريخ قراءة العداد | Date |  | |  |  |  | |
| Output | | | | | | | | |
| Result | | | | | | | | |
| # | **Name** | **Type** | | **Enum** | **Description/Notes** | | | |
| O.3.1 | Premise ID | integer | | **-** | Premise Number in SAP ISU system | | | |
| O.3.2 | Meter Number  رقم العداد | String | |  | Legacy Reference of Meter number | | | |
| O.3.3 | Equipment Number  رقم الجهاز | Integer | |  | Equipment number of the Meter Number | | | |
| O.3.4 | Meter Reading  القراءة الحالية | Decimal | |  | Meter reading shared by Customer | | | |
| O.3.5 | Meter reading type  نوع القراءة | Enum | | [Reading Type](#Enum_Meter_Reading_Type) |  | | | |
| O.3.6 | Meter reading date  تاريخ القراءة | Date | |  |  | | | |
| O.3.7 | Plausible check status  معقولية قراءة العداد | Enum | | [Plausibility](#Enum_Meter_Reading_Plausibility) |  | | | |
| O.3.8 | Proposed  Reading  القراءة المقترحة | Decimal | | **-** | As per specification [SP.S.3.1](#SP_S_3_1) | | | |
| Enum S.3.1: Meter Reading Plausibility | | | | | | | | |
| Code | **Value (EN)** | | | | | **Value (AR)** | | |
| 0 | (if Blank means MR is plausible) | | | | | | | |
| 1 | Plausible | | | | | قراءة معقولة | | |
| 2 | implausible | | | | | قراءة غير معقولة | | |
| Enum S.3.2: Meter Reading Type | | | | | | | | |
| Code | **Value (EN)** | | | | | **Value (AR)** | | |
| 1 | Move-In (MI) | | | | | بدء الاستفادة من الخدمة | | |
| 2 | Move-Out (MO) | | | | | انتهاء الاستفادة من الخدمة | | |
| Business Rules | | | | | | | | |
| BR.3.1 | EJAR platform must validate the meter reading provided by the customer via integration with SEC SAP IS-U in any entry or exit of the tenant. | | | | | | | |
| BR.3.2 | IF SAP IS-U system contain a valid value in the last 10 ten days (System date minus 10 days), then no need for plausibility check. | | | | | | | |
| BR.3.3 | In case of implausible readings, the expected reading proposed by SAP IS-U system will be considered and there  ‘s no responsibility will be on EJAR. | | | | | | | |
| Specifications | | | | | | | | |
| SP.3.1 | If the provided meter reading is Implausible or in missing, a proposed meter reading based on the processing logic within SEC SAP IS-U will be returned by MR plausibility check. | | | | | | | |
| SP.3.2 | This operation is for non-smart meters only (Meter type is Dumb Meter). | | | | | | | |
| Return Codes | | | | | | | | |
| # | **Error (EN)** | **Error (AR)** | | | | **Source/Reason** | | |
| 105 | Please enter the valid meter read  فضلاً، أدخل القراءة الصحيحة للعداد | | | | | | | |
| 106 | Please enter the valid equipment number  فضلاً، أدخل الرقم الصحيح للجهاز | | | | | | | |
| 107 | Please enter the valid meter read date  فضلاً، أدخل تاريخ قراءة العداد بشكل صحيح | | | | | | | |
| 114 | Please enter the details for the complete multimeter set  فضلاً، أدخل التفاصيل الكاملة لكافة العدادات | | | | | | | |
| 130 | Meter entered is SMART, this interface is NOT APPLICABLE for SMART meter  هذه الخدمة غير متوفرة للعدادات الذكية | | | | | | | |
| Special Notes | | | | | | | | |
| * This operation will be used through Move-In and Move-Out operations as well as eligibility check. | | | | | | | | |

# Operation 4: Tenant Move In

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Description | | | | | | |
| To transfer the electricity service liability from owner/lessor to the tenant through EJAR and let SEC issue the new bills under tenant. This is done by accepting information about premise, owner, tenant, rental contract and meter reading provided by EJAR whenever any tenant, owner or their representatives move in the provided premise(s). After that, the operation returns a reference number for the Move-In process generated by SAP IS-U within SEC and maybe used by EJAR when needed. | | | | | | |
| Input Parameters | | | | | | |
| Premise Info | | | | | | |
| # | **Name (EN+AR)** | **Type** | **Mandatory?** | | **Validation** | **Enum** |
| I.4.1 | Premise ID  رقم الموقع | Integer |  | |  |  |
| I.4.2 | Site Scenario type  نوع التركيب بالموقع | Enum |  | |  | [Scenario](#Enum_1_2_Site_Scenario_Type) |
| Meter’s Info | | | | | | |
| # | **Name (EN+AR)** | **Type** | **Mandatory?** | | **Validation** | **Enum** |
| I.4.3 | Equipment Number  رقم الجهاز | Integer |  | |  | - |
| I.4.4 | SMART meter indicator  مؤشر العداد الذكي | Enum |  | |  | [Metertype](#Enum_1_4_Meter_Type) |
| I.4.5 | Meter Reading  قراءة العداد | Decimal |  | |  | Meter reading shared by Customer and validate by EJAR through (Plausibility check operation) |
| I.4.6 | Meter Reading Date  تاريخ قراءة العداد | Date |  | |  |  |
| National Address | | | | | | |
| # | **Name (EN+AR)** | **Type** | **Mandatory?** | | **Validation** | **Enum** |
| I.4.7 | Building Number  رقم المبنى | Integer |  | |  |  |
| I.4.8 | Additional Number  الرقم الإضافي | Integer |  | |  |  |
| I.4.9 | Postal Code  الرمز البريدي | String |  | |  |  |
| I.4.10 | Street  الشارع | String |  | |  |  |
| I.4.11 | District  الحي | String |  | |  |  |
| I.4.12 | City  المدينة | String |  | |  |  |
| I.4.13 | Region Name  اسم المنطقة | String |  | |  |  |
| Rental Contract | | | | | | |
| # | **Name (EN+AR)** | **Type** | **Mandatory?** | | **Validation** | **Enum** |
| I.4.14 | Contract Number  رقم العقد | Integer |  | |  |  |
| I.4.15 | Contract Start Date  تاريخ بداية العقد | Date |  | |  |  |
| I.4.16 | Contract End Date  تاريخ نهاية العقد | Date |  | |  |  |
| Lessor (individual) | | | | | | |
| # | **Name (EN+AR)** | **Type** | **Mandatory?** | | **Validation** | **Enum** |
| I.4.17 | Validated Owner Details  تم التحقق من بيانات المالك | Boolean |  | |  | Will be set if the details of the owner is validated |
| I.4.18 | Owner Identity Number  رقم الهوية | Integer |  | |  |  |
| I.4.19 | Owner Identity Type  نوع الهوية | Enum |  | |  | [Identity](#Enum_1_6_Identity_Type) |
| I.4.20 | Owner Date of Birth  تاريخ الميلاد | Date |  | |  |  |
| I.4.21 | Owner Mobile  الجوال | String |  | |  |  |
| I.4.22 | Owner First Name  الاسم الأول  (Arabic) | String |  | |  | (Arabic) |
| I.4.23 | Owner Father Name  اسم الأب  (Arabic) | String |  | |  | (Arabic) |
| I.4.24 | Owner Grandfather Name  اسم الجد  (Arabic) | String |  | |  | (Arabic) |
| I.4.25 | Owner Last Name  العائلة  (Arabic) | String |  | |  | (Arabic) |
| I.4.26 | Owner First Name  الاسم الأول  (English) | String |  | |  | (English) |
| I.4.27 | Owner Father Name  اسم الأب  (English) | String |  | |  | (English) |
| I.4.28 | Owner Grandfather Name  اسم الجد  (English) | String |  | |  | (English) |
| I.4.29 | Owner Last Name  العائلة  (English) | String |  | |  | (English) |
| Lessor (Organization) | | | | | | |
| # | **Name (EN+AR)** | **Type** | **Mandatory?** | | **Validation** | **Enum** |
| I.4.30 | Owner Organization Name 1  اسم المنشأة 1  (Arabic) | String |  | |  | (Arabic) |
| I.4.31 | Owner Organization Name 2  اسم المنشأة 2  (Arabic) | String |  | |  | (Arabic) |
| I.4.32 | Owner Organization Name 1  اسم المنشأة 1  (English) | String |  | |  | (English) |
| I.4.33 | Owner Organization Name 2  اسم المنشأة 2  (English) | String |  | |  | (English) |
| I.4.34 | Owner Commercial Identification Type  نوع التعريف التجاري | Enum |  | |  | [CR](#Enum_1_7_CR_Type) |
| I.4.35 | Owner Commercial Identification Number  رقم التعريف التجاري | Integer |  | |  |  |
| I.4.36 | Owner Registration Date  تاريخ التسجيل | Date |  | |  |  |
| Lessor Representative | | | | | | |
| # | **Name (EN+AR)** | **Type** | **Mandatory?** | | **Validation** | **Enum** |
| I.4.37 | Representative Identity Number  رقم الهوية | Integer |  | |  |  |
| I.4.38 | Representative Identity Type  نوع الهوية | Enum |  | |  | [Identity](#Enum_1_6_Identity_Type) |
| I.4.39 | Representative Date of Birth  تاريخ الميلاد | Date |  | |  |  |
| I.4.40 | Representative First Name  الاسم الأول لممثل المنشأة  (Arabic) | String |  | |  | (Arabic) |
| I.4.41 | Representative Father Name  اسم الأب لممثل المالك  (Arabic) | String |  | |  | (Arabic) |
| I.4.42 | Representative Grandfather Name  اسم الجد لممثل المالك  (Arabic) | String |  | |  | (Arabic) |
| I.4.43 | Representative Last Name  الاسم الأخير لممثل المنشأة  (Arabic) | String |  | |  | (Arabic) |
| I.4.44 | Representative First Name  الاسم الأول لممثل المنشأة  (English) | String |  | |  | (English) |
| I.4.45 | Representative Father Name  اسم الأب لممثل المالك  (English) | String |  | |  | (English) |
| I.4.46 | Representative Grandfather Name  اسم الجد لممثل المالك  (English) | String |  | |  | (English) |
| I.4.47 | Representative Last Name  الاسم الأخير لممثل المنشأة  (English) | String |  | |  | (English) |
| I.4.48 | Representative Mobile  جوال ممثل المنشأة - المالك | String |  | |  |  |
| Tenant (individual) | | | | | | |
| # | **Name (EN+AR)** | **Type** | **Mandatory?** | | **Validation** | **Enum** |
| I.4.49 | Tenant Identity Number  رقم الهوية | Integer |  | |  |  |
| I.4.50 | Tenant Identity Type  نوع الهوية | Enum |  | |  | [Identity](#Enum_1_6_Identity_Type) |
| I.4.51 | Tenant date of birth  تاريخ الميلاد | Date |  | |  |  |
| I.4.52 | Tenant Mobile  الجوال | String |  | |  |  |
| I.4.53 | Tenant First Name  الاسم الأول  (Arabic) | String |  | |  | (Arabic) |
| I.4.54 | Tenant Father Name  اسم الأب  (Arabic) | String |  | |  | (Arabic) |
| I.4.55 | Tenant Grandfather Name  اسم الجد  (Arabic) | String |  | |  | (Arabic) |
| I.4.56 | Tenant Last Name  العائلة  (Arabic) | String |  | |  | (Arabic) |
| I.4.57 | Tenant First Name  الاسم الأول  (English) | String |  | |  | (English) |
| I.4.58 | Tenant Father Name  اسم الأب  (English) | String |  | |  | (English) |
| I.4.59 | Tenant Grandfather Name  اسم الجد  (English) | String |  | |  | (English) |
| I.4.60 | Tenant Last Name  العائلة  (English) | String |  | |  | (English) |
| I.4.61 | Tenant Mobile  جوال المستأجر | String |  | |  |  |
| Tenant (Organization) | | | | | | |
| # | **Name (EN+AR)** | **Type** | **Mandatory?** | | **Validation** | **Enum** |
| I.4.62 | Tenant Organization Name 1  اسم المنشأة 1  (Arabic) | String |  | |  | (Arabic) |
| I.4.63 | Tenant Organization Name 2  اسم المنشأة 2  (Arabic) | String |  | |  | (Arabic) |
| I.4.64 | Tenant Organization Name 1  اسم المنشأة 1  (English) | String |  | |  | (English) |
| I.4.65 | Tenant Organization Name 2  اسم المنشأة 2  (English) | String |  | |  | (English) |
| I.4.66 | Tenant Commercial Identification Type  نوع التعريف التجاري | Enum |  | |  | [CR](#Enum_1_7_CR_Type) |
| I.4.67 | Tenant Commercial Identification Number  رقم التعريف التجاري | Integer |  | |  |  |
| I.4.68 | Registration Date  تاريخ التسجيل | Date |  | |  |  |
| Tenant Representative | | | | | | |
| # | **Name (EN+AR)** | **Type** | **Mandatory?** | | **Validation** | **Enum** |
| I.4.69 | Tenant Representative Identity Number  رقم الهوية | Integer |  | |  |  |
| I.4.70 | Tenant Representative Identity Type  نوع الهوية | Enum |  | |  | [Identity](#Enum_1_6_Identity_Type) |
| I.4.71 | Tenant Representative date of birth  تاريخ الميلاد | Date |  | |  |  |
| I.4.72 | Tenant Representative First Name  الاسم الأول لممثل المستأجر  (Arabic) | String |  | |  | (Arabic) |
| I.4.73 | Tenant representative Father Name  اسم الأب لممثل المستأجر  (Arabic) | String |  | |  | (Arabic) |
| I.4.74 | Tenant representative Grandfather Name  اسم الجد لممثل المستأجر  (Arabic) | String |  | |  | (Arabic) |
| I.4.75 | Tenant Representative Last Name  الاسم الأخير لممثل المستأجر  (Arabic) | String |  | |  | (Arabic) |
| I.4.76 | Tenant Representative First Name  الاسم الأول لممثل المستأجر  (English) | String |  | |  | (English) |
| I.4.77 | Tenant representative Father Name  اسم الأب لممثل المستأجر  (English) | String |  | |  | (English) |
| I.4.78 | Tenant representative Grandfather Name  اسم الجد لممثل المستأجر  (English) | String |  | |  | (English) |
| I.4.79 | Tenant Representative Last Name  الاسم الأخير لممثل المستأجر  (English) | String |  | |  | (English) |
| I.4.80 | Tenant Representative Mobile  جوال ممثل المستأجر | String |  | |  |  |
| I.4.81 | Tenant Representative Email  البريد الإلكتروني ل ممثل المستأجر | String |  | |  |  |
| Output | | | | | | |
| Result | | | | | | |
| # | **Name** | **Type** | | **Enum** | **Description/Notes** | |
| O.4.1 | Reference Number | Integer | | **-** | Reference Number of the SEC process (Request number) | |
| O.4.2 | [Return Codes](#ret2) | | | | | |
| Business Rules | | | | | | |
| BR.4.1 | EJAR should provide information about owner/lessor, tenant and rental contract on every Move-In during the rental contract **Issuing** or **Re-Issuing** as well as for existing contracts for properties’ units that contain electricity service liability transfer. | | | | | |
| BR.4.2 | **SAP IS-U** will consider the tenant is the actual beneficiary and will transfer to him meter costs, monthly consumption charges, disconnection charges if any, penalties and all related invoices to be under the name of the tenant **during the contract period.** | | | | | |
| BR.4.3 | In case of no rental contract is active on a premise ID, the actual beneficiary will be the owner. | | | | | |
| BR.4.4 | Changing ownership is allowed for any Premise that has a status of Move-In in EJAR. But EJAR must notify SEC with this change in ownership via EJAR Notification Operation. | | | | | |
| BR.4.5 | Liability transfer **will not be allowed**, if: -   * there’s any **tenant** outstanding balance (Amounts of existed outstanding will be displayed to the tenant). * There are electricity bills on the tenant that will be issued with the next coming 8-days(configurable) ([MSG13](#MSG13)). | | | | | |
| BR.4.6 | In case of multiple premise IDs, it is needed to perform the MI/Mo requests separately for each premise (Saudi customers only). | | | | | |
| BR.4.7 | If non-Saudi customer has multiple premise, hence he will be considered not eligible for liability transfer. | | | | | |
| BR.4.8 | If there’s outstanding balance on the premise we have two situations: -   * The owner of the meter is (**CC**):   + System will display premise open & outstanding balances * The owner of the meter is (**MC**):   + System will display premise open & outstanding balances   + Tenant will be notified (By [MSG17](#MSG17)) that he will bear the responsibility of these balances to proceed(Tenant **must agree to accept** the billed and un billed consumption and/or other charges accumulated on the premise). | | | | | |
| Specifications | | | | | | |
| SP.4.1 | The owner or tenant information received from Ejar may be for an individual, a group of individuals, an organization or a combination of them. | | | | | |
| SP.4.2 | EJAR will notify with new (Issued contracts and Re-issued contracts), which in turn will trigger Move-In when the contract is active. | | | | | |
| SP.4.3 | Customers will receive messages related to the result of Move-In requests and Move-Out requests from **SEC**. | | | | | |
| SP.4.4 | EJAR will ensure that there exists no outstanding balance on tenant’s account while sending request to SEC for further processing. Therefore, the move-in request won’t be initiated for those having any outstanding balance; later if the outstanding balance is paid, then the Move-In request could be re-initiated again). | | | | | |
| SP.4.5 | EJAR should **recheck** the eligibility criteria **before submit contract for approval**, and in this case if eligibility changed, the system will notify the user about that. | | | | | |
| Return Codes | | | | | | |
| # | **Error (EN)** | **Error (AR)** | | | | **Source/Reason** |
| 400 | Move In request processed successfully  تم معالجة طلب نقل الذمة المالية بنجاح | | | | | |
| 401 | Meter Readings not provided for all Registers in case of Multi-register  لم يتم إدخال القراءات لكافة العدادات المسجلة | | | | | |
| 402 | Meter Readings not provided for all Devices in case of Multimeter  لم يتم إدخال كافة القراءات للأجهزة المسجلة | | | | | |
| 105 | Please enter Valid Meter Read  فضلاً، أدخل قراءة صحيحة للعداد | | | | | |
| 107 | Please enter Valid Meter Read date  فضلاً، أدخل تاريخ قراءة العداد بشكل صحيح | | | | | |
| 405 | Multiple live premises found for tenant  يوجد أكثر من موقع نشط لنفس المستأجر | | | | | |
| 406 | Tenant has outstanding balance  يوجد مبالغ عالقة على المستأجر | | | | | |
| 407 | Owner validation indicator blank  لم يتم تعبئة حقل التحقق من بيانات المالك | | | | | |
| 408 | Required owner’s data is missing  بيانات المالك غير مكتملة | | | | | |
| 409 | Required tenant’s data is missing  بيانات المستأجر ناقصة | | | | | |
| 410 | Required tenant’s representative data is missing  بيانات ممثل المستأجر ناقصة | | | | | |
| 411 | Required owner’s representative data is missing  بيانات ممثل المالك ناقصة | | | | | |
| Special Notes | | | | | | |
| * N/A | | | | | | |

# Operation 5: Tenant Move Out

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Description | | | | | | |
| To transfer the electricity service liability from tenant to owner/lessor back again. This could be done by accepting information about premise, tenant, rental contract and meter reading provided by EJAR whenever any tenant moves out the provided premise. After that, the operation returns a reference number for the Move-Out process generated by SAP IS-U within SEC and maybe used by EJAR when needed. | | | | | | |
| Input Parameters | | | | | | |
| # | **Name (EN+AR)** | **Type** | **Mandatory?** | | **Validation** | **Enum** |
| I.5.1 | Premise ID  رقم الموقع | Integer |  | |  |  |
| I.5.2 | Contract Number  رقم العقد | Integer |  | |  |  |
| I.5.3 | Tenant Identity Number  رقم الهوية | Integer |  | |  |  |
| I.5.4 | Equipment Number  رقم الجهاز | Integer |  | |  |  |
| I.5.5 | SMART meter indicator  مؤشر العداد الذكي | Enum |  | |  | [Metertype](#Enum_1_4_Meter_Type) |
| I.5.6 | Meter Reading  قراءة العداد | Decimal |  | |  | Meter reading shared by Customer and validate by EJAR through (Plausibility check operation) |
| I.5.7 | Meter Reading Date  تاريخ قراءة العداد | Date |  | |  |  |
| I.5.8 | Auto Move-Out | Boolean |  | |  | Flag ‘X’ in case of auto move out, system generated requests in absence of tenancy agreement extension. |
| Output | | | | | | |
| Result | | | | | | |
| # | **Name** | **Type** | | **Enum** | **Description/Notes** | |
| O.5.1 | Reference Number | Integer | | **-** | Reference Number of the SEC process (Request number) | |
| O.5.2 | [Return Codes](#ret3) | | | | | |
| Business Rules | | | | | | |
| BR.5.1 | EJAR should provide information about owner, tenant and rental contract on every move-out for rental contracts (**Terminated, Expired, or forced Move-out**) for properties’ units that contain electricity meters. | | | | | |
| BR.5.2 | In case of no rental contract is active on a premise ID, the actual beneficiary will be the owner. | | | | | |
| BR.5.3 | Customer will NOT be allowed to create Move Out through SEC systems. All Move Out’s will be processed through EJAR for which Move In request was triggered by EJAR or updated the existing Move In request raised via | | | | | |
| Specifications | | | | | | |
| SP.5.1 | The owner or tenant information received from Ejar may be for an individual, a group of individuals, or organization. | | | | | |
| SP.5.2 | When terminating a contract, the final Invoice will be issued to Tenant (as the actual beneficiary) in the process contract termination. | | | | | |
| SP.5.3 | EJAR will notify with (Terminated or Expired contracts) or on-demand Move-Out, which in turn will trigger Move-Out. | | | | | |
| SP.5.4 | Customers will receive messages related to the result of Move-Out requests from **SEC**. | | | | | |
| SP.5.5 | If there exists any outstanding balance on tenant, then Move-Out should be allowed to continue. | | | | | |
| SP.5.6 | When a contract is terminated, expired or in demand Move-Out, EJAR will notify SEC by that as Move-Out request to trigger a Move-Out operation withing SEC; therefore **SEC will issue a final electricity invoice to tenant** (as the actual beneficiary during contract period) and then transfer the liability back to the owner/lessor. | | | | | |
| SP.5.7 | Meter reading date will be the move-out date by default. | | | | | |
| SP.5.8 | Customers whose meters are **dumb meters** will receive messages requesting them to provide with meter reading during the Move-Out request from **EJAR** (will not be applied on smart meter). | | | | | |
| Return Codes | | | | | | |
| # | **Error (EN)** | **Error (AR)** | | | | **Source/Reason** |
| 500 | Move Out request processed successfully  تم فك نقل الذمة المالية عن المستأجر بنجاح | | | | | |
| 501 | Premise ID & Tenant ID mismatch between Ejar & SAP  بيانات الموقع وبيانات المستأجر بإيجار غير مطابقة لنظام SAP | | | | | |
| 502 | Premise ID & Equipment Number mismatch between Ejar & SAP  بيانات الموقع وبيانات العداد بإيجار غير مطابقة لنظام SAP | | | | | |
| 503 | Move Out request for Multi-Register NOT allowed. Please visit SEC office for further action.  غير مسموح بطلبات فك الذمة المالية للعدادات متعددة التسجيل، يرجى زيارة شركة الكهرباء لمعالجة ذلك. | | | | | |
| 504 | Meter Readings not provided for all Devices in case of Multimeter  لم يتم إدخال قراءات كافة العدادات | | | | | |
| 105 | Please enter valid Meter Read  فضلاً، أدخل قراءة عداد صحيحة | | | | | |
| 107 | Please enter valid Meter Read Date  فضلاً، أدخل تاريخ قراءة العداد بشكل صحيح | | | | | |
| 507 | Invalid Tenant Identification number  هوية المستأجر غير صحيحة | | | | | |
| Special Notes | | | | | | |
| * N/A | | | | | | |

# Operation 6: Ejar Notification

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Description | | | | | | |
| To enable EJAR from notifying SEC with any updates in the existing Tenant’s Contract or change of ownership. | | | | | | |
| Input Parameters | | | | | | |
| # | **Name (EN+AR)** | | **Type** | **Mandatory?** | **Validation** | **Enum** |
| I.6.1 | Identifier  نوع التنبيه | | Enum |  |  | [**Identifier**](#Enum_6_1_Identifier) |
| Premise’s Details | | | | | | |
| # | **Name (EN+AR)** | | **Type** | **Mandatory?** | **Validation** | **Enum** |
| I.6.2 | Premise ID  رقم الموقع | | Integer |  | **Size**: 10 | **-** |
| I.6.3 | Equipment Number  رقم الجهاز | | Integer |  |  |  |
| Contract’s Details | | | | | | |
| # | **Name (EN+AR)** | | **Type** | **Mandatory?** | **Validation** | **Enum** |
| I.6.4 | Ejar Contract No.  رقم العقد | | Integer |  |  |  |
| I.6.5 | Version No.  رقم النسخة | | Integer |  |  |  |
| I.6.6 | Ejar Contract Start Date  تاريخ بداية العقد | | Date |  |  |  |
| I.6.7 | Ejar Contract End Date  تاريخ نهاية العقد | | Date |  |  |  |
| Lessor (individual) | | | | | | |
| # | **Name (EN+AR)** | | **Type** | **Mandatory?** | **Validation** | **Enum** |
| I.6.8 | Validated Owner Details  تم التحقق من بيانات المالك | | Boolean |  |  | Will be set if the details of the owner is validated |
| I.6.9 | Owner Identity Number  رقم الهوية | | Integer |  |  |  |
| I.6.10 | Owner Identity Type  نوع الهوية | | Enum |  |  | [Identity](#Enum_1_6_Identity_Type) |
| I.6.11 | Owner Birth Date  تاريخ الميلاد | | Date |  |  |  |
| I.6.12 | Owner Mobile  الجوال | | String |  |  |  |
| I.6.13 | Owner First Name  الاسم الأول  (Arabic) | | String |  |  | (Arabic) |
| I.6.14 | Owner Father Name  اسم الأب  (Arabic) | | String |  |  | (Arabic) |
| I.6.15 | Owner Grandfather Name  اسم الجد  (Arabic) | | String |  |  | (Arabic) |
| I.6.16 | Owner Last Name  العائلة | | String |  |  | (Arabic) |
| I.6.17 | Owner First Name  الاسم الأول  (English) | | String |  |  | (English) |
| I.6.18 | Owner Father Name  اسم الأب  (English) | | String |  |  | (English) |
| I.6.18 | Owner Grandfather Name  اسم الجد  (English) | | String |  |  | (English) |
| I.6.19 | Owner Last Name  العائلة  (English) | | String |  |  | (English) |
| Lessor (Organization) | | | | | | |
| # | **Name (EN+AR)** | | **Type** | **Mandatory?** | **Validation** | **Enum** |
| I.6.20 | Owner Organization Name 1  اسم المنشأة 1  (Arabic) | | String |  |  | (Arabic) |
| I.6.21 | Owner Organization Name 2  اسم المنشأة 2  (Arabic) | | String |  |  | (Arabic) |
| I.6.22 | Owner Organization Name 1  اسم المنشأة 1  (English) | | String |  |  | (English) |
| I.6.23 | Owner Organization Name 2  اسم المنشأة 2  (English) | | String |  |  | (English) |
| I.6.24 | Owner Commercial Identification Type  نوع التعريف التجاري | | Enum |  |  | [CR](#Enum_1_7_CR_Type) |
| I.6.25 | Owner Commercial Identification Number  رقم التعريف التجاري | | Integer |  |  |  |
| I.6.26 | Owner Registration Date  تاريخ التسجيل | | Date |  |  |  |
| Lessor Representative (individual) | | | | | | |
| # | **Name (EN+AR)** | | **Type** | **Mandatory?** | **Validation** | **Enum** |
| I.6.27 | Lessor Identity Number  رقم الهوية | | Integer |  |  |  |
| I.6.28 | Lessor Identity Type  نوع الهوية | | Enum |  |  | [Identity](#Enum_1_6_Identity_Type) |
| I.6.29 | Lessor Birth date  تاريخ الميلاد | | Date |  |  |  |
| I.6.30 | Lessor Mobile  الجوال | | String |  |  |  |
| I.6.31 | Lessor First Name  الاسم الأول  (Arabic) | | String |  |  | (Arabic) |
| I.6.32 | Lessor Father Name  اسم الأب  (Arabic) | | String |  |  | (Arabic) |
| I.6.33 | Lessor Grandfather Name  اسم الجد  (Arabic) | | String |  |  | (Arabic) |
| I.6.34 | Lessor Last Name  العائلة | | String |  |  | (Arabic) |
| I.6.35 | Lessor First Name  الاسم الأول  (English) | | String |  |  | (English) |
| I.6.36 | Lessor Father Name  اسم الأب  (English) | | String |  |  | (English) |
| I.6.37 | Lessor Grandfather Name  اسم الجد  (English) | | String |  |  | (English) |
| I.6.38 | Lessor Last Name  العائلة  (English) | | String |  |  | (English) |
| I.6.39 | Lessor Identity Number  رقم الهوية | | Integer |  |  |  |
| Enumerations | | | | | | |
| Enum6.1: Notification Identifier | | | | | | |
| Code | | **Value** | | | **Description** | |
| BR001 | | Change Owner | | | Used to enable the BO to change ownership, a single owner can be changed to another single or multiple owners (Individuals or organization), multiple owners can be changed to single or multiple owners (Individuals or organization).  **Note**: As per **EJAR3** system, this field refers to the lessor. | |
| BR002 | | Change Lessor | | | Used to enable the BO to change lessor (Contact person), an owner can be the lessor himself or to identify new lessor (Only Individual).  **Note**: As per **EJAR3** system, this field refers to the lessor representative. | |
| BR003 | | Change Owner/Lessor | | | Used to enable the BO to change owner/lessor at the same time.  **Note**: As per **EJAR3** system, this field refers to the lessor and the lessor representative. | |
| BR005 | | Renew Contract | | | Used to enable the tenancy parties to renew the contract automatically. | |
| Output | | | | | | |
| Result | | | | | | |
| [Return Codes](#ret_code6) | | | | | | |
| Business Rules | | | | | | |
| BR.6.1 | Based on the provided identifier a specific information will be passed as follows: -   * **BR001**: Change Owner   + Ejar Contract No.   + Version No.   + Premise ID   + Equipment Number   + **Lessor** details (Individual/Organization) * **BR002**: Change Lessor   + Ejar Contract No.   + Version No.   + Premise ID   + Equipment Number   + **Lessor Representative** details (Individual/Organization) * **BR003**: Change Owner/Lessor   + Ejar Contract No.   + Version No.   + Premise ID   + Equipment Number   + **Lessor** details (Individual/Organization)   + **Lessor representative** details (Individual/Organization) * **BR005**: Renew Contract   + Ejar Contract No.   + Version No.   + Ejar Contract Start Date   + Ejar Contract End Date | | | | | |
| Specifications | | | | | | |
| SP.6.1 | N/A | | | | | |
| Return Codes | | | | | | |
| # | **Error (EN)** | | **Error (AR)** | | | **Source/Reason** |
| 600 | Request no. <XXXXXXX> created successfully for Change of Owner request  تم إنشاء طلب رقم ..... لتغيير المالك بنجاح | | | | | |
| 601 | Owner ID < XXXXXXX > already assigned for the given Premise ID < XXXXXXX >  المالك رقم ...... مرتبط بالفعل بالموقع رقم ........ | | | | | |
| 602 | Ejar Contract renewal request already received for dates defined  تم استلام طلب التجديد لعقد الإيجار وفق التواريخ المحددة | | | | | |
| Special Notes | | | | | | |
| * N/A | | | | | | |

# Impact on EJAR BRS

# User Stories

|  |  |  |  |
| --- | --- | --- | --- |
| # | As… | I want to ... | So that I Can |
| US1 | BO, Lessor, Tenant | Enter the meter reading information while initiating Move-In and Move-Out requests while re-issue or on demand move-in/move-out. | Trigger Move-In and Move-Out operations within SEC integration |
| US2 | Lessor, Tenant, or BO | view the balance/outstanding items, and liability related to electricity service on certain Premise ID during Move-In request from the information within the Move-In requests. | Know the premise balance/outstanding items and the liability of electricity service. |
| US3 | BO, Lessor or Tenant | Enter the fields: -   * Premise ID * Meter Reading (For **Dumb** Meters Only). | Complete Move-In and Move-Out requests |
| US4 | BO | Associate each property unit with Premise ID; as well as, updating electricity meter number from manage properties and units page. | Link units with Premise ID uniquely. |
| US5 | Lessor, Tenant, or BO | Transfer electricity service liability as a **Move-In request** from the owner/lessor to tenant when: -   * **Issue** a contract * **Re-Issue** a contract * **On demand Move-In** for **Registered** / **Active** contracts (**with Pay service Bill option only**, Fixed Amount Option is out of scope). | Allow the Move-In request to trigger a [Move-In](#OP4_Move_In) operation within the [integration](#Integration) service with SEC |
| US6 | Lessor, Tenant, or BO | Transfer electricity service liability back from the tenant to owner/lessor as Move-Out request when: -   * Change liability is **approved** between parties (On-Demand Move-Out).   Provided that there’s a Move-In request | Allow the Move-Out request to trigger a [Move-Out](#OP5_Move_Out) operation within the [integration](#Integration) service with SEC |
| US6.1 | Ejar System | Transfer electricity service liability back from the tenant to owner/lessor as Move-Out request when: -   * Contract is **Expired** * Contract is **Terminated** * **Enforce** termination of the contract.   Provided that there’s a Move-In request  Note:   * No approval is needed * Meter reading is required to be entered from tenant in a certain period (configurable, 2 days by default); otherwise, the system will send a missing reading to SEC (**Dumb** Meters only). |  |
|  |  |  |  |
| US7 | EJAR System | view the premise balance and tenant’s balance during **Move-In** requests | Determine the **eligibility** for **Move-In request** |
| US8 | EJAR System | Check meter reading plausibility before Move-In request while issuing or reissuing contracts | To get suggested reading that proposed by SEC in case that the provided reading is implausible |
| US9 | EJAR System | Perform an approval cycle via an OTP verification when transferring electricity service liability in on-demand Move-In or on-demand Move-Out requests. | Ensure the approval of parties on Move-IN or Move-Out requests |
| US10 | EJAR System | Show Premise and Tenant balances as well as meter reading in EJAR. | Know the balances and meter reading at any time |
| US11 | EJAR System | Set a system hidden Boolean field to indicate that the (**owner is validated**).  Note:   * Validated owner in EJAR means, the owner details is validated through Nafath. Otherwise, it will be considered as not validated and actor will be prompted to enter the missing details. * System will prompt for Mobile number if it is missing. | Indicate that the owner is validated |
| US12 | EJAR System | If Lessor (or owners) details are not already verified before, system will prompt the lessor or BO to verify owners’ info and Lessor by Nafath. | Validated owner |
| US13 | Lessor, BO | Enter at least one mobile number for the owners in case of POA | Have the owner contact |
| US14 | BO, Lessor, Tenant | View the following request information: -   * Premise ID * Meter Number * Meter Reading * Premise Balance * Unit Type * Unit Number * Current liability electricity service |  |
| US15 | EJAR System | Allow the parties to be acknowledged about electricity service liability transfer terms statement in commercial and residential contracts when moving in even if the Move-In request is rejected by SEC | Take a consent from parties on the transfer of electricity service liability |
| US16 | Tenant | For **Dumb** meters: -   * Enter the meter reading information when the contract is **Expired** or **Terminated** before triggering **Move-Out.** * If the tenant didn’t enter meter reading within 2 days (configurable), an empty reading will be sent instead. | Get meter reading information from the tenant |
| US18 | EJAR System | Check meter reading plausibility before Move-Out for Dumb Meters Only. | Checking the provided meter reading information |
| US19 | EJAR System | For **Smart** Meters, send empty meter reading information in the following case: -   * Contract is expired * Contract is terminated | Handle empty meter reading information |
| US20 | EJAR System | Notify SEC in the following cases: -   * Change owner (Lessor in EJAR3) * Change Lessor (Lessor representative in Ejar3) * Change Lessor & Owner (Lessor and lessor representative as per Ejar3) * Renew contract | Notify SEC |
| US21 | EJAR System | Notify tenant by SMS in the following case: -   * 7 days before contract start/terminate (configurable) * 1 day before contract start (configurable) | Notify tenant about the start and the end of his contract |
| US21 | EJAR System | Notify tenant by SMS in the following case: -   * 7 days before contract terminate (configurable)   1 day before contract start/terminate (configurable) | Notify tenant about the start and the end of his contract |
| US22 | Lessor, tenant, BO | Know the following information: -   * Move-In date * Premise ID * Meter number(s) * Move-In/Move-Out status * Balance agreed to be paid * Unit number and unit type * Liable actor   From the saved request information. | Showing liability transfer information to all actors during contract capturing /on demand move-in/move-out requests and approving. |
| US23 | BO, Lessor, Tenant | Enforce Move-Out requests for the contracts that are up running (On-demand) |  |
| US24 | EJAR System | Capture **Request** information as follows:   * Request Number (in EJAR) * Request Date * Request Type:   + Move-In request   + Move-Out request * Request Status: -   + Pending   + Approved   + Rejected   + Expired * Parties info:   + Tenant   + Lessor * Premise Info * Meter Info * Meter Reading Info * Contract info:   + Contract Number   + Contract Start Date   + Contract End Date * Premise Balance paying option   + Lessor   + Tenant (According to MC/CC) with highlighted notification) * Premise Outstanding balance * Tenant Out Standing Balance * Liability Status:   + Move-In   + Move-Out * Liability for:   + Lessor   + Tenant * Request SEC Reference Number (in SEC) * Request SEC Status:   + Approved   + Rejected | Create, save and view **MI** and **MO** requests information. |
| US25 | Lessor, tenant | Approve Enforce (on demand) Move-Out requests |  |
| US26 | Lessor, tenant | Approve on-demand Move-In requests |  |
| US27 | Lessor, tenant | Show SEC T&C in the request initiation and approval and prompt actor declaration and acceptance during party approval |  |
| US28 | EJAR Operation | View and search the transfer liability requests using below details:  Contract#, Request#, Request Type (MI/MO), Contract Status, Request Status, SEC Request Status  And view the request details in view mode when select a specific request |  |

# Business Rules

|  |  |
| --- | --- |
| # | Description |
| BR1 | Customer must have zero outstanding balance in SEC in order to process his Move-In requests. |
| BR2 | Tenants who are Residential ID (IQAMA) holders must have only one single residential or commercial property. |
| BR3 | Allowed IDs are: -   * National ID * Residential ID * GCC National ID * CR Number (Organization) |
| BR4 | IDs of type (**Other** or **Special**) are not allowed. |
| BR5 | Conditional contracts are not allowed unless the contract is active. |
| BR6 | Move-In request will not be allowed for those of having SEC invoice that will be issued within the upcoming 8 days (configurable) from contract start date. |
| BR7 | Contracts are not allowed to Move-In before they are active |
| BR8 | Valid owner of a unit is: -   * Single individual * organization * Hold supported ID (National, Residential, GCC) * Represent himself as a lessor. * Validated through Nafath (nor died, not expired, not under 18 years old)   **Note**: - for GCC ID, BO could process the validation for it and complete the request. |

# Use Case Diagram

Diagram

Description automatically generated

# Business Process Workflow

# Move-In process workflow

Diagram

Description automatically generated

# Move-Out process workflow

Diagram

Description automatically generated

# View MI/MO requests process workflow

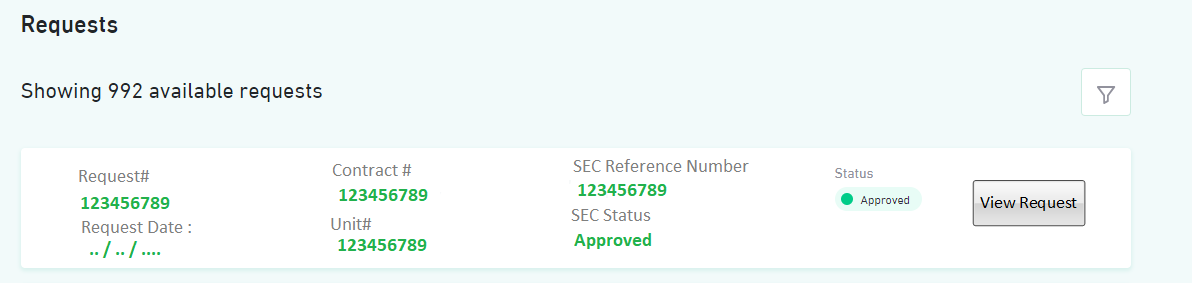
Graphical user interface

Description automatically generated

# Design Guide

Graphical user interface, text, application

Description automatically generated



# Use Cases

# Move-In Request

|  |  |
| --- | --- |
| Use Case Title | Move-In request |
| Use Case Number | UC1 |
| Use Case Description | This use case depicts how to trigger a Move-In operation within SEC via initiating a Move-In request within EJAR in order to transfer electricity service liability from lessor to tenant so that SEC issues electricity invoices under tenant’s name. |
| Related User Stories | [US1](#US1), [US2](#US2), [US3](#US3), [US4](#US4), [US5](#U5), [US6](#U6), [US7](#U7), [US8](#U8), [US9](#U9), [US10](#U10), [US11](#U11), [US12](#U12), [US13](#U13), [US15](#U15), [US22](#U22) |
| Actor | BO, Tenant, Lessor |
| Trigger | N/A |
| Pre-condition | * Lessor information is entered ([individual](#Lessor_individual), [organization](#Lessor_Organization), or [representative](#Lessor_Representative)). * Tenant information is entered ([Individual](#Tenant_Individual), [Organization](#Tenant_Organization), [Representative](#Tenant_Representaive)). * Contract [information](#Contract) is entered. |
| Post-condition | * Triggers [Move-In operation](#OP4_Move_In) in SEC integration service. |
| Main Scenario | * 1. If user is **BO** (also Lessor or tenant during reissuing the contract), then: -      + 1. user selects [**Contracts**] tab then either during creating a new contract, viewing a (**Draft**) contract, or reissuing the contract (applicable for lessor and tenant). He selects [**Financial Terms**] section from the contract.        2. user selects [**Utilities and Services**] tab        3. System displays the units within the contract        4. User selects [**Electricity Fees**] for the contracts whose (**Pay Invoices**) option is selected.        5. Systems prompts for meter read as optional input; in addition, it displays notification text ([MSG1](#MSG1)) with a link with SEC terms and conditions for the user to be acknowledged with them first.        6. System displays (**Check Eligibility**) button        7. User clicks the (**Check Eligibility**) button        8. System initiates a request of **type** (**Move-In)** by with assigned an auto **identifier** to it and considering current date as the **request date**.        9. System displays [MSG3](#MSG3) and a [MSG27](#MSG7) . Then System checks for the missing info and then displays the request form required data as follows:           1. **Premise ID**   It is read from unit’s information (if existed) and is displayed as editable field; otherwise, user will be prompted to enter ([MSG5](#MSG5)) it in order to submit the request successfully.   * + - * 1. **Equipment number** (if not found)         2. Electricity current reading (**MR Read**)   If missing system will prompt the user to enter it using [MSG6](#MSG6) and [MSG7](#MSG7) after getting a proposed reading (in case of **dumb** meters only), using [Meter plausibility Check](#OP3_MR_Plausibility) operation.   * + - * 1. Meter Reading Date (displayed as current date as default and editing it is enabled).   **Premise outstanding Balance**  it will appear after checking **eligibility** via [premise check](#OP1_Premise_Check) operation based on the provided **premise ID**.  If there is no premise outstanding balance, system will notify with [MSG14](#MSG14).  **Tenant Out Standing Balance**  It will appear after checking **eligibility** via [tenant stumble check](#OP2_Tenant_Stumble_Check) operation based on the provided **tenant identity info in** the contract.  System displays checkbox (**Accepts the terms and conditions**)  Terms and conditions must be accepted to proceed.  System displays checkbox (**Tenant will pay Premise outstanding balance**)  If this checkbox is set, then tenant will be notified by [MSG10](#MSG10); otherwise the lessor will be modified by [MSG9](#MSG9).   * + - * 1. System displays a (**Submit**) button.         2. User clicks (Submit) button.   If there’s missing info, systems prompt the user to enter them with the appropriate notification.  If there’s no missing info, system will check If the (**Meter Type**) is (**Dumb** meter), then system will invokes [MR plausibility check](#OP3_MR_Plausibility) to check if the meter reading is plausible or not as well as updating the current meter reading during the Move-In request.   * + - * 1. System applies the **eligibility rules** as follows: -   In case of violating any of the eligibility rules ([BR1](#BR1) to [BR8](#BR8)), system stops and returning non-eligibility message.  If there is another premise ID under tenant name as per SEC returned info, system will raise error [MSG11](#MSG11).  If there’s another Move-in request for the meter in another platform as returned by SEC, system will raise error [MSG12](#MSG12).  If there’s any bill will be issued by SEC in the next 8 days as returned by SEC, system will raise error [MSG13](#MSG13).  If there is any tenant outstanding balance as returned from SEC in tenant stumble check, the system will raise an error as in [MSG8](#MSG8).  System updates the request info.   * + - * 1. system adds the SEC service liability transfer to the terms and condition section to be approved with the contract approval cycle.   1. If the user is not a **BO**, then: -      1. If user approves and agrees on the whole contract including SEC service liability transfer, he approves the contract and system will notify the tenant by SMS ( [MSG25](#MSG25)) to enter meter read before contract starts.         1. System notifies SEC with the operation [Move-In](#OP4_Move_In)         2. System updates MI request Ejar Status and SEC Status and SEC reference Number.      2. For (**Active**) contracts, To initiate an **On-demand request**, user can select [**Requests**] and select [**Transfer SEC services liability**], then system go to execute steps started by step [1.1.1.5](#step1115) to step [1.1.1.9.7.1.1.4](#step1115end).      3. System send the request to parties for approval via **OTP** with **link** to the **request form** to be approved via providing a **verification code** sent to parties’ mobiles.      4. User can approve On-demand requests by selecting [**Requests**] and select to approve an on-demand request and then systems executes steps [1.2.1](#step121). |
| Specifications | * All requests information are saved in Ejar beside the request number, request date Request Ejar Status and SEC request SEC status. * **Request Ejar Status values:**  |  |  | | --- | --- | | Status | Description | | **Pending** | When request is initiated or waiting for parties’ approval. | | **Expired** | When the request was (pending) and no action had been taken until the contract start date had been reached. | | **Rejected** | If the request is rejected by one of the contract parties | | **Approved** | If the request is approved from both contract parties. |  * **Request SEC status values:**  |  |  | | --- | --- | | Status | Description | | **Rejected** | When the Move-In request is rejected by SEC | | **Approved** | When the Move-In request is approved by SEC | |
| Integration | [Premise Check](#OP1_Premise_Check), [Tenant Stumble Check](#OP2_Tenant_Stumble_Check), [MR Plausibility Check](#OP3_MR_Plausibility), [Move-In](#OP4_Move_In) |

# Move-Out Request

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| --- | --- |
| Use Case Title | Move-Out Request |
| Use Case Number | UC2 |
| Use Case Description | This use case is devoted to trigger move out procedure with SEC SAP IS-U via initiating Move-In request within EJAR for the sake of transferring back the electricity service liability from tenant to lessor after contract expiry or termination. |
| Related User Stories | [US1](#US1), [US2](#US2), [US3](#US3), [US6](#U6), [US9](#U9), [US16](#U16), [US18](#U18), [US23](#U23) |
| Actor | BO, Tenant, Lessor |
| Trigger | N/A |
| Pre-condition | * There’s a successful **Move-In** request registered in EJAR associated with the provided tenant and premise. * The Contract is **active** or **terminated** with live Move-In. |
| Post-condition | * Triggers [Move-Out](#UC2_Move_Out) operation within SEC integration service. |
| Main Scenario | 1. System checks if the contract is terminated: -    1. If the contract is expired or terminated and there’s **MI** request registered on it, then System notifies the user with [MSG2](#MSG2) then system will: -       1. System initiates **MO** request with auto **identifier** and request date (current date).       2. If the (**Meter type**) is (**Dumb** meter), System invokes SEC’s [MR plausibility check](#OP3_MR_Plausibility) operation to update the meter reading.       3. System notifies the user with [MSG15](#MSG15).       4. System displays MO request form with SEC terms and conditions (if initiated by system, the form is generated and sent silently)       5. User Submits the form (if initiated by system, the form is generated and sent silently)       6. System send OTP with link to MO request form for approval and then parties are notified through SMS ([MSG17](#MSG17) for tenant and [MSG18](#MSG18) for lessor) as well as reminding tenant to enter meter reading via SMS([MSG26](#MSG26)).       7. In case of approvals notification will be via SMS by [MSG21](#MSG21) for tenant and [MSG22](#MSG22) for lessor.       8. In case of rejection SMS notification will be [MSG23](#MSG23) for tenant and [MSG24](#MSG24) for lessor. 2. User selects a contract from [**Contracts**] tab then selects [ **Services and Unities**] then selects a certain unit and the required SEC service information section:    1. user selects [Move-out SEC service liability] to initiates **MO** request, then system process the request and updates its info as steps from step [1.1.1](#step_o_111) to step [1.1.6](#step_o_111_end). |
| Specifications | * Move-Out requests are allowable for **Active** and **Terminated** that have a Move-In request still live. * All request info is saved in Ejar beside the request number, request date and request status in Ejar and SEC. * BO (**whose BA is valid**) can enforce Move-Out. * In case the contract contains more than one unit, a move-in request is initiated for each unit separately. * **Request Ejar Status values:**  |  |  | | --- | --- | | Status | Description | | **Pending** | When request is initiated or waiting for parties’ approval. | | **Expired** | When the request was (pending) and no action had been taken until the contract start date had been reached. | | **Rejected** | If the request is rejected by one of the contract parties | | **Approved** | If the request is approved from both contract parties. |  * **Request SEC status values:**  |  |  | | --- | --- | | Status | Description | | **Rejected** | When the Move-Out request is rejected by SEC | | **Approved** | When the Move-Out request is approved by SEC | |
| Integration | [Premise Check](#OP1_Premise_Check), [MR Plausibility Check](#OP3_MR_Plausibility), [Move-Out](#OP5_Move_Out) |



# View MI/Mo requests

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| --- | --- |
| Use Case Title | View MI/MO requests |
| Use Case Number | UC3 |
| Use Case Description | This use case is devoted to enable Ejar operation to view and search for MI/MO request as well as viewing an individual request in detail. |
| Related User Stories | [US28](#US28) |
| Actor | EJAR Operation |
| Trigger | N/A |
| Pre-condition | N/A |
| Post-condition |  |
| Main Scenario | 1. Select [**Requests**] tab. 2. Select [**View all MI/MO requests**] 3. System will respond with a list of **MI** and **MO** requests with a **filter** on the top and contains the following fields: -    1. Request Number    2. Request Date    3. Contract Number    4. Unit Number    5. Request Type    6. Ejar Status    7. SEC reference number    8. SEC Status 4. If the user wants to filter requests data, he may use the filter on top off the requests list which will filter requests by the same field displayed for each request in the list. 5. If the user desires to look on the details of an individual request, he presses the button (**View Request**) located next to each request info, then system will display the specified request info in read-only mode. |
| Specifications | N/A |
| Integration | N/A |

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# Notifying SEC with updates

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| --- | --- |
| Use Case Title | Notifying SEC with updates |
| Use Case Number | UC4 |
| Use Case Description | This use case is devoted to enable Ejar operation to view and search for MI/MO request as well as viewing an individual request in detail. |
| Related User Stories | [US20](#U20) |
| Actor | EJAR System |
| Trigger | This use case is triggered by Ejar system in the following situations: -   * Ownership information had been changed * Lessor information had been changed * Contract is renewed |
| Pre-condition | N/A |
| Post-condition | Invoking [Ejar Notification](#OP6_Ejar_Notification) operation in SEC integration staff with the appropriate **identifier**. |
| Main Scenario | 1. If ownership information request is changed in a contract associated with a Move-In within Ejar, then the system notifies SEC with this change by invoking [Ejar Notification](#OP6_Ejar_Notification) operation with [identifier](#Enum_6_1_Identifier) set to [BR001](#BR001) and provides the required input required by the identifier. 2. If Lessor information is changed in a contract associated with a Move-In within Ejar within Ejar, then the system notifies SEC with this change by invoking [Ejar Notification](#OP6_Ejar_Notification) operation with [identifier](#Enum_6_1_Identifier) set to [BR002](#BR002) and provides the required input required by the identifier. 3. If both ownership and lessor information are changed in a contract associated with a Move-In within Ejar within Ejar, then the system notifies SEC with this change by invoking [Ejar Notification](#OP6_Ejar_Notification) operation with [identifier](#Enum_6_1_Identifier) set to [BR003](#BR003) and provides the required input required by the identifier. 4. If any contract linked to a Move-In request is renewed within Ejar, then the system notifies SEC with this change by invoking [Ejar Notification](#OP6_Ejar_Notification) operation with [identifier](#Enum_6_1_Identifier) set to [BR005](#BR005) and provides the required input required by the identifier. |
| Specifications | N/A |
| Integration | [Ejar Notification](#OP6_Ejar_Notification) |

# Messages

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| --- | --- | --- | --- |
| ID | Type | English | Arabic |
| MSG1 | Notification | The process of transfer the electricity meter is under the rules and policy of  [Saudi Electricity Company](https://eur02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.se.com.sa%2Fen-us%2FPages%2Fhome.aspx&data=02%7C01%7Caa.alasmari%40nhc.sa%7C02d97833447049896f5708d7d0b8afd9%7C4f2052cd4ff9478d9e18de5631edebf6%7C1%7C0%7C637207363951791642&sdata=yWji1zyF0z7GGtP9csluYd3nygoOHRJ9QG8Uy%2F0IxWQ%3D&reserved=0)  Also Ejar network is not collecting bills, please check the terms and conditions for tracer the meter number | تخضع عملية نقل عداد الكهرباء لسياسات الشركة السعودية للكهرباء وإجراءاتها، وشبكة إيجار ليست مسؤولة عن إصدار فواتير الكهرباء أو تحصيلها.  يرجى الاطلاع على السياسات والأحكام الخاصة بنقل عداد شركة الكهرباء |
| MSG2 | Notification | When the contracts is terminated ,the meter reading must be enter in case there are no entry , the SEC company  will suggest approximately meter reading | يجب إدخال قراءة العداد عند انتهاء العقد أو إلغائه، وفي حال عدم إدخالها فإن شركة الكهرباء ستعتمد القراءة التقريبية التي ستضعها. |
| MSG3 | Notification | The transfer liability of electricity meter to tenant or actual tenant  is optional features | خدمة نقل مسؤولية عداد الكهرباء للمستأجر الفعلي هي خدمة اختيارية. |
| MSG4 | Error | The integration service with SEC is not available ,Please not you can continue without transfer the electricity  meter | ربط عقد الإيجار بعداد الكهرباء غير متاح حاليًا، يرجى المحاولة لاحقًا، علمًا أنه يمكن الاستمرار في توثيق العقد دون نقل عداد الكهرباء. |
| MSG5 | Notification | The Premise ID or meter number is not correct | بيانات الموقع أو العداد غير صحيحة |
| MSG6 | Notification | The meter reading  is not correct | قراءة العداد غير صحيحة، أدناه قراءة مقترحة من شركة الكهرباء |
| MSG7 | Notification | To continue move-in for future contracts please enter reading meter before contracts start date | لإكمال عملية نقل العداد/ العدادات في العقود القادمة، يرجى إدخال قراءة العداد قبل بداية العقد بيوم واحد على الأقل |
| MSG8 | Error | The record of SEC company show there are an outstanding balance not paid ,please contact SEC for this matter | تفيد سجلات شركة الكهرباء بوجود  مبالغ غير مدفوعة لدى المستأجر، يرجى التواصل مع شركة الكهرباء، والمحاولة لاحقًا لنتمكن من خدمتك |
| MSG9 | Notification | The balance on the meter number     (\*\*\*) will be on lessor liability ,and for the upcoming bills the SEC will issued under the tenant name  starting from contracts start date | المبالغ المالية على العداد/ العدادات (\*\*\*) سيتحملها المؤجر، والفواتير القادمة لهذا العداد ستكون مسؤولية دفعها على المستأجر (اسم المستأجر) من تاريخ بداية العقد |
| MSG10 | Notification | The balance on the meter number   (\*\*\*)will be on tenant  liability ,and for the upcoming bills the SEC will issued under the tenant name | المبالغ المالية على العداد/ العدادات (\*\*\*) سيتحملها المستأجر، والفواتير القادمة لهذا العداد ستكون مسؤولية دفعها على (اسم المستأجر) |
| MSG11 | Error | The record of SEC company show there are another Premise ID under tenant name  ,please contact SEC for this matter | لا يمكن تنفيذ الطلب، لوجود رقم موقع أو عداد آخر لدى المستأجر (اسم المستأجر) حسب ما تفيد به سجلات شركة الكهرباء،  يرجى التواصل مع شركة الكهرباء، والمحاولة لاحقًا لنتمكن من خدمتك |
| MSG12 | Error | We cannot process your request  ,there are an move in request occurred from SEC channels | لا يمكن تنفيذ الطلب لوجود طلب نقل العداد في منصة أخرى |
| MSG13 | Error | The record of SEC company show there are bills will be issued in 8 days , we cannot trigger move-in request for this Premise ID | لا يمكن تنفيذ الطلب، لوجود فاتورة ستصدر خلال (8) أيام حسب ما تفيد به سجلات شركة الكهرباء |
| MSG14 | Notification | The are no outstanding balance on Meter/s Number | لا يوجد مبالغ مالية على العداد/ العدادات (رقم العداد) |
| MSG15 | Notification | The request for invoke the meter will be send to lessor and tenant for approval | عند طلب إلغاء الارتباط للعداد سيُرسل الطلب إلى المؤجر والمستأجر للموافقة عليه. |
| MSG17 | SMS |  | عزيزنا المستأجر:  طلب إلغاء الارتباط للعدادات رقم (\*\*\*) (ذكر العدادات) للعقد رقم (\*\*\*) بانتظار موافقتك، وذلك بتسجيل الدخول إلى شبكة إيجار عبر الرابط (رابط الشبكة) وللتعرف على الخطوات: <https://www.ejar.sa/ar/page/18926>  نسعد بخدمتك |
| MSG18 | SMS |  | عزيزنا المؤجر:  طلب إلغاء الارتباط للعدادات رقم (\*\*\*) (ذكر العدادات) للعقد رقم (\*\*\*)  بانتظار موافقتك، وذلك بتسجيل الدخول إلى شبكة إيجار عبر الرابط (رابط الشبكة)  نسعد بخدمتك |
| MSG21 | SMS |  | عزيزنا المستأجر:  نفيدك بموافقة المؤجر على إلغاء الارتباط للعدادات رقم (\*\*\*) (ذكر العدادات) للعقد رقم (\*\*\*)  نسعد بخدمتك |
| MSG22 | SMS |  | عزيزنا المؤجر:  نفيدك بموافقة المستأجر على إلغاء الارتباط للعدادات رقم (\*\*\*) (ذكر العدادات) للعقد رقم (\*\*\*)  نسعد بخدمتك |
| MSG23 | SMS |  | عزيزنا المستأجر:  نفيدك برفض المؤجر لطلب إلغاء الارتباط للعدادات رقم (\*\*\*) (ذكر العدادات) للعقد رقم (\*\*\*)  نسعد بخدمتك |
| MSG24 | SMS |  | عزيزنا المؤجر:  نفيدك برفض المستأجر لطلب إلغاء الارتباط للعدادات رقم (\*\*\*) (ذكر العدادات) للعقد رقم (\*\*\*)  نسعد بخدمتك |
| MSG25 | SMS |  | عزيزنا المستأجر:  نود تذكيرك بإدخال قراءة العداد/ العدادات قبل بداية العقد لإتمام عملية نقل العداد ( رقم العداد\*\*\*)  وذلك بتسجيل الدخول إلى شبكة إيجار عبر الرابط (رابط الشبكة) وللتعرف على الخطوات: <https://www.ejar.sa/ar/page/18926>  نسعد بخدمتك |
| MSG26 | SMS |  | عزيزنا المستأجر:  نود تذكيرك بإدخال قراءة العداد/العدادات قبل بداية العقد لإتمام عملية إلغاء ارتباط العداد ( رقم العداد\*\*\*)  وذلك بتسجيل الدخول إلى شبكة إيجار عبر الرابط (رابط الشبكة) وللتعرف على الخطوات: <https://www.ejar.sa/ar/page/18926>  نسعد بخدمتك |
| MSG27 | Notification | When initiating a move-in request, a new section will be added to terms and conditions of the contract to be approved by contract parties as crucial step in contract approval. | عند بدء طلب نقل الزمة المالية، سيتم إضافة قسم خاص بشروط واحكام خدمة الكهرباء الى قسم الشروط والأحكام الخاصة بالعقد حتى يتسنى لأطراف العقد الموافقة عليها كجزء أساسي من خطوات الموافقة على العقد |