

# **Change Management Committee Meeting**

## **Implementation Plan Summary**

### **UK-LINK Change Requests**

**9<sup>th</sup> August 2017**

## **Glossary Of Terms and Reference**

The following Terms and References allow for an easier understanding of the vocabulary used in the implementation plan. Each change request will have an individual status and will be either “Awaiting Scheduling” or “Scheduled” determined by their status. The following terms define the meaning behind these:

### **Plan Terms**

Awaiting Scheduling

Scheduled

### **Plan Definitions**

Changes within this section do not have a proposed implementation date available.

Change requests where file format documentation is out for representation or an implementation date (confirmed or proposed) has been issued to the Shipping community.

### **Change Request Terms for Current Status**

Requirements Under Review

In Analysis

Under Consideration

Awaiting Modification Details

In Representation/Close Out  
DD/MM/YYYY

Representation outstanding

Awaiting CMC Agreement

Awaiting Release Scheduling

In Development

Withdrawn

On Hold

Implemented

To be advised

Change Scheduled for Implementation

Awaiting Recommendation

### **Change Request Definitions**

Change request made visible but no analysis completed.

Change Request has been discussed at Change Management Committee, CDSP to advise on a possible implementation date and potential system impacts.

Initial analysis has started, awaiting change to be agreed.

Change Request progress is dependant on a respective Modification/Change Management Committee awaiting confirmation of Mod Status.

File Formats out for representation.

Representation closed out. Awaiting representation responses before proceeding for agreement.

Representation closed out and representation responses issued. Awaiting Change Management Committee agreement on potential implementation date.

Change approved awaiting release date.

Change request approval received and analysis completed. Implementation date should be available.

Change Request Withdrawn

Project has been put on hold until further notice.

Change Request Implemented

Change Request to be updated when further details are identified

Change Request has been approved through an alternative forum. Changes appear on plan for visibility

Representation closed out and representation responses issued. Awaiting Change Management Committee recommendation

### **Numbering Criteria**

Part Numbers

Withdrawn Change Requests

### **Numbering Definitions**

When one change request has a variety of deliverable implementation dates

If there is a substantial scope change to a system change request, CDSP will withdraw the existing change request and re-raise it under a new number

## UK Link Changes Awaiting Scheduling – In Analysis

Change Order Ref	Mod Ref	Documentation/ Functional	Description	Summary Supplied / Comm Ref	File Format Approved / (Committee Date)	Impl <sup>n</sup> Date (Not Approved)	Outage Req'd (Y/N)	Current Status	CDSP Rep Contact	Reps C/O Date	Impacted		
											Shipper	DNs	NTS
-	0576	F	Generation of an estimated meter reading at the code cut off date in the absence of an actual read – Enduring solution			April 2018	N	In Analysis	David Addison		X		
1154.15.27	432, 434, 440	F	UKLP Including Nexus Requirements - RTO File Format & Hierarchy	22/01/16 1506.4 & 1496		TBC	Y	In Analysis	David Addison		X		

## UK Link Changes Awaiting Scheduling – Awaiting Approval

Change Order Ref	Mod Ref	Documentation/ Functional	Description	Summary Supplied / Comm Ref	File Format Approved / (Committee Date)	Impl <sup>n</sup> Date (Not Approved)	Outage Req'd (Y/N)	Current Status	CDSP Rep Contact	Reps C/O Date	Impact Party		
											Shipper	DNs	NTS
-	-	D	UK Link Standards Guide - Special Characters – Use of Tab	12/07/17 1766.1		26/07/17	N	Awaiting CMC Agreement	Robert Smith	25/07/17	X	X	X
-	-	D / F	Insertion of Maximum Number of Occurrences in Meter Inspection Date Notice (MID) File	12/07/17 1766.2			N	Awaiting CMC Agreement	Dave Addison	25/07/17	X		
-	-	D / F	New File Level Rejection	12/07/17 1766.3			N	Awaiting CMC Agreement	Dave Addison	25/07/17	X	X	X

## Current UK Link Changes – Approved – Scheduled For Implementation

### UK Link – August 2017

Change Order Ref	Mod Ref	Class	Description	Change Raised by & Date	Summary Supplied / (File Format Issued)	Committee Date	Implement-ation Date	Outage	Current Status	Transporter Rep Contact	Comm Ref	
-	0597 0598	1 (2)	EU Code Change Phase 4a (Delivery Summary of changes)	T 18/01/17	<b>13/08/17</b> 18/01/17	09/02/2017	13/08/17 (Contingency 03/09/17)	Y	In Development	Steve Nunnington	<b>1752.1</b> 1689.1	31
4082	-	2	CMS Web Browser Compatibility	T 14/12/16	28/06/17 19/04/17 14/12/16	12/01/17	01/08/17	N	In Development	Steve Nunnington	1758.1 1721.1 1680.1	0.

## UK Link Changes – Implemented since last UK Link Committee Meeting

Change Order Ref	Mod Ref	Documentation/ Functional	Description	Summary Supplied / Comm Ref	File Format Approved / (Committee Date)	Impl <sup>n</sup> Date (Not Approved)	Outage Req'd (Y/N)	Current Status	CDSP Rep Contact	Reps C/O Date	Impacted Party		
											Shipper	DNs	NTS

## UK Link Changes – Withdrawn / Cancelled

Change Order Ref	Mod Ref	Class	Description	Change Raised by & Date	Summary Supplied / (File Format Issued)	File Format Approved / (Committee Date)	Implementation Date (Not Approved)	Outage Notification Required (Y/N)	Current Status	Transporter Rep Contact	Comm Ref.	R

## Forthcoming Outage Notifications

Change Request Number	Impacted System	Outage Duration				Brief Description	Committee Notified Date
		Start Date	Start Time	End Date	End Time		
-	Gemini	06/08/2017	3:00	06/08/2017	6:00	Enforced Gemini password reset. A password change will be enforced for all Gemini Windows/Citrix user accounts. This is to improve security of Gemini following security policy changes. Gemini users will be required to change their passwords following the Sunday maintenance window.	08/06/2017
-	<b>CMS</b>	<b>18/08/2017</b>	<b>23:00</b>	<b>19/08/2017</b>	<b>10:00</b>	<b>UK Link Disaster Recovery Test. This outage is to test disaster recovery processes and procedures for the UK Link application. An extended outage will be required on both days. There will also be an extended outage to the Contact Management Service (CMS) which will be unavailable from 23:00 on Friday 18<sup>th</sup> until 10:00 on Saturday 19<sup>th</sup> August only.</b>	<b>09/08/2017</b> <b>08/06/2017</b>
-	<b>UK Link</b>	<b>19/08/2017</b>	<b>23:00</b>	<b>20/08/2017</b>	<b>7:00</b>	<b>UK Link Disaster Recovery Test. This outage is to test disaster recovery processes and procedures for the UK Link application.</b>	<b>09/08/2017</b> <b>08/06/2017</b>
-	<b>CMS</b>	<b>09/09/2017</b>	<b>00:00</b>	<b>09/09/2017</b>	<b>7:00</b>	<b>Xoserve will be carrying out a scheduled Disaster Recovery (DR) exercise for CMS Application which will be carried out during the CMS Maintenance window, the activities will follow this schedule</b>	<b>09/08/2017</b>
-	<b>CMS</b>	<b>10/09/2017</b>	<b>00:00</b>	<b>10/09/2017</b>	<b>7:00</b>	<b>Xoserve will be carrying out a scheduled Disaster Recovery (DR) exercise for CMS Application which will be carried out during the CMS Maintenance window, the activities will follow this schedule</b>	<b>09/08/2017</b>

Key:

**Bold** – New outage notification

Underlined – Outage notification information amended

\* Exact timings to be defined