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# UNC Modification 0478 – Filling the Gap for SOQ Reductions below BSSOQ until Project Nexus - Process for effecting SOQ Change

UK Link Committee / Distribution Workgroup  
– August 2014

# Requirements of the Modification

- UNC Modifications 0275 and 0405 implemented temporary arrangements to reduce a SOQ below the BSSOQ. These arrangements have now expired.
- UNC Modification 0445 effectively removes the BSSOQ concept from the Project Nexus Go Live Date.
- UNC Modification 0478 seeks to fill the gap so that SOQs can be reduced below BSSOQ from an effective date of 1<sup>st</sup> October 2014

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# Business Rules

- Site must be registered DM site
- Site must be in requesting Shipper's ownership
- Requested BSSOQ is equal to Requested SOQ
  - Requested BSSOQ/SOQ is lower than prevailing / prospective BSSOQ
- Requested loads must match those detailed in the warrant letter
- SOQ/SHQ ratio must be between 4 and 24
- Nominations/Confirmations will be subject to all current system validations
- Request will only be processed on receipt of warranty letter and CMS contact APP

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# Business Rules cont...

- Warranty letter must state:
  - Anticipated daily load for gas year (kWh)
  - Reason for reduction in load
  - Confirm gas will continue to offtaken
- Warranty letter must be signed by the end customer
- No previous requests have been accepted for the site in this Capacity Reduction Window
- The Appeal may only be effected during the Capacity Reduction period (01<sup>st</sup> October to 31<sup>st</sup> January)
- No other changes to current 'set up' are requested
- Existing Arrangements within UNC TPD Section B4.7 will apply (Supply Point Ratchet)

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# MOD 478 – Load Reduction Process (On Line)

- Process from 18/08/2014
- Shipper raises an appeal request through the Contact Management system (CMS), using the APP contact code with requested loads (BSSOQ, SOQ, SHQ) Shipper provides the warranty letter via email – to [ewenquiries.spa@xoserve.com](mailto:ewenquiries.spa@xoserve.com) or via fax to 0121 623 2784
- Loads requested should follow existing SOQ/SHQ ratio rules otherwise a rejection or referral to the Transporter
  - Referral timescales will be as per existing process
- System and manual validations are completed
- If acceptable, Xoserve will respond via CMS and email (if warranty letter provided to the box account) detailing the appeal reference required for nomination

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# MOD 478 – Load Reduction Process (On Line) cont...

- Appeal is raised by CDS Contact Management team and is sent back to the Shipper
- Shipper may then nominate using the appeal reference
- Shipper will receive an offer and must confirm this for the load change to become effective for no earlier than the 1st October 2014 or later than 31st January 2015
- No further changes to the supply point should be nominated at this time

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# Contact Text (On Line)

- The following is a suggested contact explanation to be supplied with each contact
  - Mod478 Reduction Request. As per the supplied warranty letter, sent to (email address or fax number) the required daily load (SOQ & SHQ\*) and BSSQQ for the gas year 2014/15 is xxxxxkWH. This reduction is required because (*please give reason*)

\*SHQ required for validation purposes to ensure correct ratio between SOQ/SHQ

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# MOD 478 – Load Reduction Process & Timeline (Unique Sites)

Process from 18/08/14

- Shipper raises an appeal request using the Unique Sites Template with requested loads (BSSOQ, SOQ, SHQ) and provides warrant from end consumer as early in the day as possible via fax to 0121 623 2785 or email to [uniquesites.spa@xoserve.com](mailto:uniquesites.spa@xoserve.com)
- Loads requested should follow existing SOQ / SHQ ratio rules otherwise a rejection or referral to the Transporter (and subsequent delay) will be incurred

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# MOD 478 – Load Reduction Process & Timeline (Unique Sites) cont...

- Appeal is raised by Unique Sites and appeal reference number i.e. USN00xxxAP is sent back to Shipper
- Shipper nominates the site via the Unique Sites nomination form, detailing the appeal reference number
  - No further changes to the supply point should be nominated at this time
  - Validations are performed and if passed, the process continues. If it does not pass validation, a rejection is sent out with the reason why it was rejected
  - The Appeal may only be effected during the Capacity Reduction period (01<sup>st</sup> October 2014 to 31<sup>st</sup> January 2015)

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# MOD 478 – Load Reduction Process & Timeline (Unique Sites) cont...

- Based on the appeal reference an offer is generated by Unique Sites and submitted back to the Shipper via email.
- Shipper checks the offer and submits the confirmation form to Unique sites via fax or email.
- Confirmation is processed through the offline Unique Sites process.
  - Validations are carried out and if passes validation, the process continues. If it does not pass validation, a rejection is sent out with the reason why it was rejected.
  - Submissions within the Capacity Reduction Period that do not allow enough time for the full process to be completed will also be rejected.
- New SOQ, SHQ and BSSOQ go live.

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