

Gemini Discretionary Release of System Entry Capacity Auctions: Procedural stages

Process No.	Process	Procedure	Owner
1.	Has an invite letter been issued?	<i>If yes: continue to step 2. If no: end process</i>	National Grid
2.	Is there an Auction bid window open?	<i>If yes: decision must be made as to whether to defer the auction (step 5).</i>	National Grid
3.	Issue ANS message/letter via Joint Office to keep Shippers updated.	Inform Shippers of the procedure that will be followed.	National Grid
4.	Day before auction bid window is due to open, decide whether to defer the auction.		National Grid
5.	Is the Auction to be deferred?	Yes/No <i>If no: continue to step 7</i>	National Grid
6.	Issue ANS message/letter via Joint Office informing Shippers of details	Inform Shippers of the procedure that will be followed in deferring the auction.	National Grid
7.	Initiate Enhanced Operations Contingency procedures and issue communications via ANS/Website	Inform Shippers of the procedure that will be followed.	National Grid
8.	Receive ANS confirming contingency procedure is in operation	ANS message received by Shipper confirming contingency process to be adopted.	Shipper
9.	Maintain view of Entry Capacity position	Shipper uses own records to evaluate current Entry Capacity position and consider appropriate actions.	Shipper
10.	Supply contact details to NG	Send an e-mail to National Grid at www.capacityauctions@uk.ngrid.com stating your name, contact phone number, Gemini Shipper name and Gemini 3 letter Business Associate (Shipper) code.	Shipper

11.	Receive Shipper contact details	Details should be as above.	National Grid
12.	Using appropriate proforma email/fax auction bids to NG	Shipper e-mails/faxes C041 (QSEC) / C026 (AMSEC) / C050 (RMTTSEC) / C051 (Option Tender) proforma to: <ul style="list-style-type: none"> www.capacityauctions@uk.ngrid.com Fax no: 01926 656615. 	Shipper
13.	Can bids be input?	If not NG will contact the Shipper to resolve the problem.	National Grid
14.	Input Shipper bids	National Grid input the DRSEC auction bids into Gemini on behalf of the Shipper.	National Grid
15.	Validate/confirm bid input and issue to Shippers	Check the input of bids into Gemini before informing the Shippers.	National Grid
16.	Validate NG bid entry to ensure all bids submitted were included in the auction	Shipper to verify the bid information report.	Shipper
17.	Is the data entered correct?	Shipper to determine whether data entered is correct or not. If it is not, contact National Grid via www.capacityauctions@uk.ngrid.com	Shipper
18.	When auction is closed, assess bids.	Assess bids based on network analysis and decide allocations.	National Grid
19.	Is Gemini restored?	<i>If yes: continue to step 20</i>	National Grid
20.	Input data		National Grid
21.	Allocate DRSEC in Gemini based on analysis.		National Grid
22.	Publish results of auction	Produce report and upload to the Information Exchange	National Grid