

## Business Requirements Document -

# Ofgem Switching Programme Sustaining Change to Xoserve Systems

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#### 1. Background and Context

#### 1.1 Introduction to the Ofgem Switching Process

This section provides a high level overview of the Ofgem Switching Programme with regards to its impacts upon the gas industry, UK Link, Shipper, GT and iGT systems. The purpose of this section is to set the scene for the modification 0630 Review Group and help the group understand its scope.

The Ofgem Switching Programme aims to implement a suite of systems designed to deliver faster (next day) more reliable switching. A new system the Central Registration Switching System (CSS) will provide the switching functionality for gas and electricity switches. Where possible, gas and electricity switching processes will be harmonised.

For gas, Suppliers, not Shippers, will initiate switch requests on the CSS. CSS will provide outputs to UK Link and Shippers to manage Shipper registration to the Supply Point. UK Link will still hold a Supply Point Register for GTs and iGTs. The Supplier's Shipper will still be registered to the Supply Point for the purpose of gas settlement and other activities.

Gas Transporters (GTs and iGTs) will retain responsibility for the Supply Meter Point lifecycle - the creation and eventual end of the service pipe in the ground. Supply Meter Points will be created on UK Link and will be sent to the CSS to enable the registration processes and switching activities to occur.

The name of the thing that is being switched in the CSS (as to be defined in the new Retail Energy Code) is the Registrable Measurement Point (RMP) — for comparison purposes the name of the thing switched between Shippers in the UNC is the Supply Meter Point or Supply Point. The reference number of a RMP is the Supply Meter Point Reference Number (MPRN). The MPRN is used as the unique identifier for relevant UK Link transactions. For transactions on the CSS the unique identifier of a RMP is the MPRN. The same reference number is being used to ensure UK Link and the CSS records can be correctly synchronised, and to allow transactions in CSS to be reflected in transactions in UK Link.

When a Supplier submits a registration, switch, or withdrawal transaction on the CSS, the transaction will include the Supplier's Shipper. As the transaction progresses on CSS, notifications are provided to the relevant Shippers and UK Link. When the transaction results in a Supplier registration activity to a RMP the transaction will result in the corresponding Shipper registration activity at the Supply Point in UK Link. This will ensure the registration activities are co-ordinated across the two systems.

The following diagram sets out the Ofgem Switching Programme in three levels. The first is the core CSS, the second is the changes required to be made in UK Link to enable the CSS to work, the third are consequential changes as a result of the CSS which are required to sustain gas and UK Link operations. The fourth box, the Market Intelligence Service (MIS) is shown as supporting all three levels. The MIS is not being delivered as part of the Ofgem Switching Programme, it is being developed under a joint gas and electricity working group.



#### **Ofgem Switching Programme**

#### OSP Core (Level 1)

Delivery of CSS by CSSP, Retail Energy Code etc
Functional implementation approach e.g. the addition of MAP Id to the supply point register
Data migration role
Industry testing role
Target go live of CSS full operation is by December 2020

#### OSP Consequential change to Xoserve systems (Level 2)

Change "prescribed" by the OSP
New interfaces and data flows
New functionality e.g. concept of shipper appointment / de-appointment, calendar day operations
Some current functionality decommissioned e.g. objections process
Some changes will be implemented ahead of CSS go live, e.g. changes to DES for premise served address, decommissioning of RDP flow if CSS adopts this early

#### OSP Sustaining change to Xoserve systems (Level 3) - Mod 0630R

Change "initiated (not prescribed)" by the OSP
Different ways of working, to be designed by Xoserve's customers
e.g. the obtaining of transportation charges for larger supply points, changes to Gemini for gas
nominations, establishing the settlement parameters for the supply point etc

Market Intelligence Service Development Undertaken by Xoserve and Gemserv. industry will determine requirements and approve and fund change. Examples include the provision of API data services to suppliers

#### 1.2 Ofgem Switching Programme 'Core' Changes

Ofgem Switching Programme Core Changes will be required to deliver changes as a result of the programme and the introduction of the CSS. These are substantial changes to deliver the functional requirements of the programme, including changes to Xoserve systems, for example, file flows from Xoserve to the CSS. These changes will be managed through the Ofgem Switching Process through a project team within Xoserve. These changes will not be further explored within this document however may be referred to. The changes will be covered within the document [Ofgem Switching Programme Core Changes]

#### 1.3 Ofgem Switching Programme Consequential Changes to Xoserve Systems

Ofgem Switching programme Consequential Changes will be required to deliver changes as a result of the programme and the introduction of the CSS. These are substantial changes that are as a result of the programme which impact on Xoserve systems and processes, for example, within the Ofgem Switching process it is likely the objection process will be decommissioned therefore there will be file flows decommissioned and processes requiring amendment. These changes will be managed through the Ofgem Switching Process through a project team within Xoserve. These changes will not be further explored within this document however may be referred to. The changes will be covered within the document [Ofgem Switching Programme Consequential Changes]

### 1.4 Ofgem Switching Programme Sustaining change to Xoserve and Industry Participant Systems

The area of work for the 0630 Review Group is at level three. This document will go on to record each topic area, requirements, solution options etc. to enable the industry to select the ways forward. Owing to the changing nature of the Ofgem Switching Process this document is designed to evolve throughout the iterations and additional changes that may arise through the programme.



#### 1.5 Related Documents

Additional information and background to the Ofgem Switching Programme can be found on the Ofgem website by using the following link:

https://www.ofgem.gov.uk/gas/retail-market/market-review-and-reform/smarter-markets-programme/switching-programme

#### XXXX

#### 1.6 Scope

#### In Scope:

- 1. Sustaining changes required as a result of Ofgem Switching programme
- 2. Changes required for UNC and iUNC parties
- 3. Consideration of gas cross code impacts

#### Out of Scope:

- 1. Core changes from the Ofgem Switching Programme <u>e.g.</u> the <u>delivery of the Central Switching System</u>, the <u>development of the Retail Energy Code etc</u>
- 2. Consequential changes as a result of the Ofgem Switching Programme <u>-</u> e.g.those changes that Xoserve must make in order for the industry-wide switching arrangements to work. This includes, for example, the development of file formats (or equivalent) for data flows between UK Link and the CSS. moving from business day to calendar day operations for switch events
- 3. The Ofgem Switching Programme scope does not include The registration / switching service for Supply Points directly connected to the National Transmission System Supply Points connected directly to the NTS are outside of the scope of this review. -of the CSS however may be impacted by the UNC changes as a result of modifications raised by this review group.

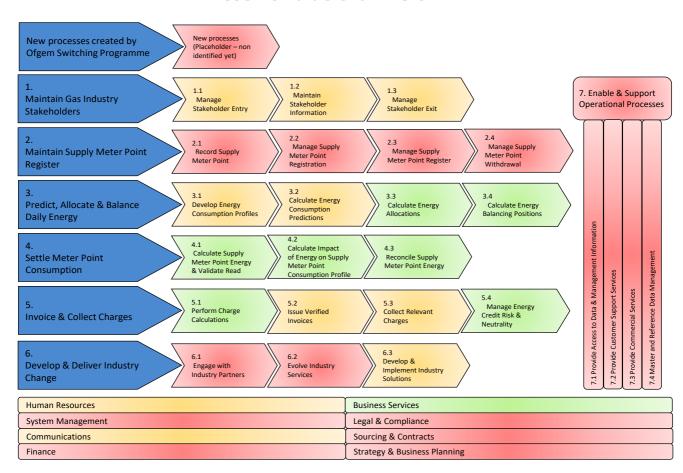


#### 1.7 Xoserve Impacted Processes:

Below is a draft heat map which represents the areas of Xoserve that are impacted by the Ofgem Switching Programme. This is provided for Users to understand the scope and impact of the change. Currently where a change is identified this includes core changes, consequential changes and changes proposed through 0630R.

The sections that are highlighted red within this heat map signify considerable substantial, high impact changes to his area; the yellow areas will create medium impact and no impacts have been identified within the green areas.

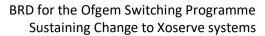
#### Xoserve Value Chain v3.0





#### 2.0 Topic Areas

Topic No	Title	Impact	0630 Review Group Consideration	Impacted Parties	Date identified	Actions Required for 0630R	Do nothing option	OSP Change Level
3.2	Transportation Charges	How Shipper Users may obtain details of relevant transportation charges. The CSS switch event does not envisage the use of the Supply Point Nomination process.	Potential to explore whether this is still required and an alternative method to complete this process.	Shippers, DNs	02/11/17	Confirm requirements		<u>3</u>
3.3	Opening Meter Read	How and when the incoming Shipper User is provided with the latest recorded Meter Information onto UK Link in order to validate the Opening Meter Reading before submission. This is applicable for Class 2, 3 and 4 Opening Meter Reads.	Currently certain file flows will not be issued at a change of supplier event for example the TRF which contains this information.	Shippers	02/11/17	Consideration of options to share this information		<u>.</u>
3.4	Gemini Updates	The timing of the transfer of information between UK Link and Gemini. A switch could occur as late as D-1 Calendar Days at 17:00 however the transfer of switching information from UK Link to Gemini currently takes place at D-2 Business Days.	The timeliness of the transfer and information to be submitted to Gemini	Shippers, NTS	02/11/17	Consideration of options i.e. there a way to flow this information prior to a switch		<u>3</u>
3.5	Change of Supplier required informationShipp er Registration Event — settlement data	How Shipper Users can obtain and process UK Link data items currently submitted to the CDSP at a change of Shipper User event. For example – Supply Point Class, Daily Capacity (SOQ), Hourly Capacity (SHQ), Meter Reading Frequency. Taking	None of the mandatory data items are currentlywill be present in CSS flows.	Shippers	02/11/17	Consideration of options i.e. a 'Shell record' or a default set of values	No	<u>3</u>





		consideration of timings of flows.						
3.6	Supplier / Shipper Relationship Table	There is a requirement for a Shipper and Supplier (and possibly Transporter) relationship table to be maintained that will facilitate the appointing and de-appointing of Shipper Users.	It is likely that the table will be administered within UK Link.	Shippers	02/11/17	Refer to Level 1 discussions but ensure no level 3 impacts	No	1
3.7	Capacity Referral	How to manage a Capacity Referral as part of a switch.	This is a normal flow from Shipper to Transporter currently and not in the remit of CSS; This cannot be part of the switch event.	Shippers, DNs	02/11/17	Consideration of the changes to the process required outside of CSS		<u>3</u>
3.8	Supplier or Shipper Change	The management of an event where the Supplier changes Shipper User. In this scenario the customer does not switch and the Supplier remains the same, but the Supplier updates the CSS with their new Shipper User details.  Alternatively, consideration needs to be given to the scenario where the Shipper stays the same but the Supplier switches.	Initiated through the CSS but impacts on UK Link, both scenarios are dealt with as a switch by the CSS.	Shippers	02/11/17	Consideration of options to share this information		<u>3</u>
3.9	Map Identity	The recording of the MAP identity against the Supply Meter point.	This is not considered as part of the switch with the CSS however needs to be shared and provided to UK Link.	Shippers	02/11/17	Refer to Level 1 discussions but ensure no level 3 impactsConsider ation of options to share this		<u>1</u>



#### BRD for the Ofgem Switching Programme Sustaining Change to Xoserve systems

						information		
3.10	Emergency Contact Details	The recording of Emergency Contact details. On large supply points Emergency contact details are mandatory.	Not considered within the CSS, UK Link needs to record the emergency contact details and pass them on to the relevant Network.	Shippers, DNs	02/11/17	Consideration of options to share this information		<u>3</u>
3.11	CSS Switch Cancellations	CSS Switch cancellations. The ability to cancel a switch event.	If information has been shared with UK Link how will this be retracted. Can be cancelled up to our CO status at D-2 (referred to as secured status within CSS), similar to a withdrawal.	Shippers, DNs	02/11/17	Consideration of options how to reverse a switch		<u>3</u>
3.12	Vulnerable Customers	Vulnerable Customers being registered on UK Link and notified to Networks.	Not considered within the CSS, UK Link needs to record details for vulnerable customers and pass them on to the relevant Network.	Shippers, DNs	02/11/17	Consideration of options to share this information		<u>3</u>
3.13	Market sector code <u>- will come</u> from CSS in future decommissioning	Networks and Shippers will need to be sent the Market Sector Code which will now be received by UK Link from dealt with by the CSS.	To be dealt with in the CSS, cannot be updated via UK Link. Updates will be sent from the CSS to UK Link, UK Link will need to retain the data item.	Shippers, DNs	15/12/17	Refer to Level 2 discussions but ensure no level 3 impacts	<u>No</u>	2
3.14	Delayed synchronisations	The management of an event whereby a Switch has occurred within CSS and UK Link has not been notified. There are no principles of retrospective confirmation on UK Link.	If a confirmation or registration on CSS is achieved but the flows are not updated within UK Link (process or system failure) how this can be resolved	Shippers, DNs, iGTs	15/12/17	Refer to Level 1 or 2 discussions but ensure no level 3 impacts	<u>No</u>	1 or 2
3.15	DES Data	New data items that may be relevant	Consideration of new data	Shippers,	15/12/17	Refer to Level 1	<u>No</u>	<u>1 or 2</u>



#### BRD for the Ofgem Switching Programme Sustaining Change to Xoserve systems

		to DES will need including i.e. CSS Switch Status.	items and where they should be stored or visible on DES. What data is expected to be held within DES	DNs, iGTs		or 2 discussions but ensure no level 3 impacts	
3.16	Isolation and Withdrawals	This process will commence in the CSS but will rely on UK Link data e.g.  Isolation Status	Consideration can be given to how it is intended to work and any level 3 considerations including the meter point status	<u>Shippers</u>	26/01/18		<u>3</u>
3.17	Construction of flows within UK Link systems	Originally file flows were created in 1996. File flows were not fundamentally amended at Nexus.	Discussion regarding whether all file flows are amended as part of the OSP	<u>All Users</u>	26/01/18		<u>3</u>

<sup>\*</sup>Any relevant cross code impacts should be considered throughout 0630R including, for example, Smart Energy Code (SEC) the Supply Point Administration Agreement (SPAA) and the iGT UNC.



#### 3.0 Business Requirements per Topic Area

#### 3.1 Example template – one per topic area

Title		XXXX					
Issue	description	Description of th	Description of the issue				
Impa	ted Parties	☐ Shipper User	s				
		☐ DNs	□ DNs				
		□ iGTs					
		$\square$ NTS					
		$\square$ Other - Pleas	e specify				
Curre	nt Process	- The control of the					
<u>Impac</u>	ted process						
on the	<u>e Xoserve</u>						
<u>Heat I</u>	<u>Map</u>						
Level	of change	<u>High / medium /</u>	<u>/ low</u>				
UNC F	References	Where applicable	le				
Busin	ess Process	Embedded proce	ess model				
Mode	l Diagram						
Requi	rements	Requirements of	f the change				
Descr	iption						
			Solution options				
No	Desc	ription Impacts (including UNC Considerations reference)					
			reterence)				
1			reterence)				
1 2			reference)				
			reference)				
2			reference)				
3 4	mentation	☐ Can be imple	mented after the CSS implementat	tion date			
3 4							
2 3 4 Imple		☐ Implementat	mented after the CSS implementat	date			
3 4 Imple times		☐ Implementat	mented after the CSS implementation of the CSS implementation of the CSS implementation of the CSS implementation of the CSS implementation.	date			
2 3 4 Imple times	cales	☐ Implementat ☐ Implementat	mented after the CSS implementation of the CSS implementation of the CSS implementation of the CSS implementation of the CSS implementation.	date			
2 3 4 Imple times Devel	opment	☐ Implementat ☐ Implementat	mented after the CSS implementation upon the CSS implementation ion prior to the CSS implementation this change	date			
2 3 4 Imple times Devel	opment ndencies	☐ Implementat☐ Implementat☐ Dependencies of	mented after the CSS implementation upon the CSS implementation ion prior to the CSS implementation this change	date			
2 3 4 Imple times Devel Deper Imple Risks	opment ndencies	☐ Implementat ☐ Implementat Dependencies of Any associated of Any associated of	mented after the CSS implementation upon the CSS implementation ion prior to the CSS implementation this change	date			
2 3 4 Imple times Devel Deper Imple Risks	opment ndencies mentation n Constraints	☐ Implementat☐ Implementat☐ Dependencies of	mented after the CSS implementation upon the CSS implementation ion prior to the CSS implementation this change	date			
2 3 4 Imple times Devel Deper Imple Risks Desig Desig Assun	opment ndencies mentation n Constraints n	☐ Implementat ☐ Implementat Dependencies of Any associated of Any associated of	mented after the CSS implementation upon the CSS implementation ion prior to the CSS implementation this change	date			
2 3 4 Imple times Devel Deper Imple Risks Desig Assun Testin	opment ndencies mentation n Constraints n nptions	☐ Implementat ☐ Implementat Dependencies of Any associated of Any associated of	mented after the CSS implementation upon the CSS implementation ion prior to the CSS implementation this change	date			
2 3 4 Imple times Devel Deper Imple Risks Desig Assun Testin Consideration	opment ndencies mentation n Constraints n nptions ng derations	☐ Implementat ☐ Implementat Dependencies of Any associated of Any associated of	mented after the CSS implementation upon the CSS implementation ion prior to the CSS implementation this change	date			
2 3 4 Imple times Devel Deper Imple Risks Desig Assun Testin Consid	opment ndencies mentation n Constraints n nptions ng derations	☐ Implementat ☐ Implementat Dependencies of Any associated of Any associated of	mented after the CSS implementation upon the CSS implementation ion prior to the CSS implementation this change	date			
2 3 4 Imple times Devel Deper Imple Risks Desig Assun Testin Consid	opment ndencies mentation n Constraints n nptions ng derations	☐ Implementat ☐ Implementat Dependencies of Any associated of Any associated of	mented after the CSS implementation upon the CSS implementation ion prior to the CSS implementation this change	date			







#### 3.2 Transportation Charges

Title		Transportation (	Charges			
Issue	description		Point Nomination or a Supply Poir	nt Enquiry the Shipper will		
			tion of the transportation charges applicable for the Supply			
			ich they are enquiring about. Owing to the nature of the pace			
			eter Point will switch, Supply Point			
			nger a part of the switch process as	•		
		The state of the s	orkgroup explore whether this pro	•		
			to be agreed to allow this process t	o continue outside of the		
		change of Supplier.				
Impa	acted Parties Shipper Users					
		⊠ DNs				
		⊠ iGTs				
		⊠ NTS				
		☐ Other - Pleas				
Curre	ent Process		bmit an S48 (SMP_NOMINATION_I	·		
			uests the transportation charges. A			
		_	S) is provided to the Shipper which	·		
			de other data items. Alternatively f			
		T	<pre>/_ POINT_ ENQUIRY_ REQ) record v MP_ENQUIRY) record issued in resp</pre>			
			ith regards to this information and			
			ner. The switch event is then initiat			
		CDSP.	ier. The switch event is their miliat	ica by the simpper with the		
Impa	cted process					
	e Xoserve					
<u>Heat</u>	<u>Map</u>					
Level	of change	High / medium /	<u>/low</u>			
UNC	References	TPDG.1.16, TPD	G.2.1			
	ess Process	PDF				
Mode	el Diagram	125262- 2.07				
		Manage Contract N	or			
Requi	irements	For Shin	oper Users to be able to access tran	nsportation charges		
•	ription	10.0	per oscio to be usic to useess tru.	isportation enarges		
	•		Solution options			
No	Desc	ription	Impacts (including UNC	Considerations		
			reference)			
1	•	on charges to be	Transportation charges will be	Where to publish the		
	pub	lished	visible –this could have	transportation charges,		
			commercial implications	whether these need to		
				be secure		
2		nt across the	No nomination enquiry process	Implications of		
		y that the	if removed	removing the		
		enquiry process		nomination enquiry		
		applicable	China and the state of the state	process		
3		ition could be	Shippers will be able to obtain	Implications of the new		
	developed	I to allow the	transportation charges	service		



			L	
	_	transportation	however a new API service will	
		arges	need to be developed	
4	Do nothing but allow the		No impacts to current	<ul> <li>Timing issue as the</li> </ul>
	process to co	ntinue outside	processes	switch event will occur
	of the 0	CSS event		and the window to
				provide an opening
				read may not suit the
				timeframes.
Imple	mentation	☐ Can be imple	mented after the CSS implementa	tion date
times	cales		ion upon the CSS implementation	date
		-	ion prior to the CSS implementation	
		•	ented independently of the CSS.	on date
Devel	Development None identified			
	ndencies	None identified		
		Nama idamtifiad		
•	mentation	None identified		
Risks				
Desig	n Constraints		mation be required to be confider	ntial access will need to be
		granted to speci	fic Users	
Desig	n	<ul> <li>It is assume</li> </ul>	d the transportation charges are st	till required
Assun	nptions	• It is assume	d the information needs to remain	commercially confidential
		• It is assume	d no system changes to implement	t this change however some
		records may	be decommissioned based on the	e solution option
Testin	ng	None identified		
Consid	derations			
Traini	ing	None identified		
Consid	derations			
Cost in	mplications	None identified		

**Process Timeline:** 



#### 3.3 Opening Meter Read

Title	Opening Meter Read
Issue description	UNC differentiates between the Classes and the requirements of the Opening
	Meter Read performance. The requirements are different based on the
	different Classes.
	Class 1 Supply Meter Points:
	Responsibility for obtaining Class 1 Opening Reads resides with the
	Transporter. The UNC reference 5.13.4:
	(a) where the Supply Meter Point is or (following the Supply Point
	Confirmation) will be in Class 1 or Class 2, 16:00 hours on the 5th Day after the
	Supply Point Registration Date;
	Class 2 Supply Meter Points:
	Responsibility for obtaining Class 2 Opening Reads resides with Shipper Users.
	The UNC reference 5.13.4:
	(a) where the Supply Meter Point is or (following the Supply Point
	Confirmation) will be in Class 1 or Class 2, 16:00 hours on the 5th Day after the
	Supply Point Registration Date;
	Class 3 Supply Meter Points:
	Responsibility for obtaining Class 3 Opening Reads resides with Shipper Users.
	The UNC reference 5.13.4:
	(b) except as provided in paragraph (a), 16:00 hours on the 10th Business Day
	after the Supply Point Registration Date.
	after the Supply Forme negistration bate.
	Class 4 Supply Meter Points:
	Responsibility for obtaining Class 4 Opening Reads resides with Shipper Users.
	The UNC reference 5.13.4:
	(b) except as provided in paragraph (a), 16:00 hours on the 10th Business Day
	after the Supply Point Registration Date.
	During a Switch Event for Class 2, 3 and 4 the incoming Shipper is obliged
	under UNC to provide an opening read to the CDSP. The incoming Shipper
	needs to validate the opening read they have obtained, whether it is an actual
	or an estimate, based on the last read and the last reading date on UK Link.
	This is not considered within the CSS therefore an alternate means of
	obtaining this read needs to be considered.
	If modification 0647 is approved Class 1 sites will come into scope of this
	<u>change.</u>
Impacted Parties	⊠ Shipper Users
	□ DNs
	□ iGTs
	□ NTS
	☐ Other - Please specify
<b>Current Process</b>	During a change of Supplier the latest meter reading and the read date is
	provided to the Incoming Shipper within the S15 (TRANSFER_OF_OWNERSHIP)



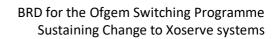
on the Heat Level UNC I Busin Mode	of change References ess Process el Diagram	submitting the r Point Ownership  High / medium /  TPDM. 5.13		within the TRF (Supply Meter
_	irements iption			• •
			Solution options	
No	Desc	ription	Impacts (including UNC reference)	Considerations
1	whereby Ship between ea	s established pers send flows ch other of the nd read date	No impact on core system All based on relationships between Shippers and having a means to communicate	<ul> <li>How to communicate between Shipper organisations</li> <li>Timeliness of information provided</li> </ul>
2	outside of th within a new timefram	ion is requested e switch event record and UNC es extended	New records, system impacts on Xoserve and Shippers Change to UNC	<ul><li>Content of new record</li><li>Timeliness of the information</li></ul>
Imple times	ementation cales	☑ Implementat	mented after the CSS implementa ion upon the CSS implementation ion prior to the CSS implementation	date
	lopment ndencies	None identified		
Imple Risks	mentation	None identified		
Desig	n Constraints			
Assumptions  • It is assumed the last read are still result in the second of t			ow the opening read to be submit	•
Testir Consi Traini	derations	None identified  None identified		
Consi	derations mplications	System develop	ments	

#### **Process Timeline:**



#### 3.4 Gemini Updates

Title		Gemini Updates				
Issue	description	Updates to Gem	nini currently occur at D-2 Business	Days.		
	-	With next day, a	and calendar day operations, the G	emini updates on current		
		timescales i.e. D	-2 Business Days will not include S	hipper portfolio changes as a		
			events that occur after D-2 Busines			
			d allocations will not be based upo			
Impag	ted Parties	Shipper User				
•		☐ DNs				
		☐ iGTs				
			ors of the Comini system)			
		<ul><li>✓ NTS (as owners of the Gemini system)</li><li>✓ Other - Please specify</li></ul>				
•		Uther - Pleas	e specify			
	nt Process					
	cted process					
	e Xoserve					
<u>Heat I</u>	<u> </u>					
	of change	High / medium /				
UNC F	References	Where applicable	le			
Busin	ess Process	Embedded proce	ess model			
Mode	l Diagram					
Requi	rements	<ul> <li>For Gemini t</li> </ul>	to be updated with SOQ and SHQ v	alues prior to a switch		
Descr	iption	occurring				
			Solution options			
No	Desc	ription	Impacts (including UNC	Considerations		
			reference)			
1	Up front act	ivity prior to a	No impact on core systems	<ul> <li>The Shipper and</li> </ul>		
	switch even	t whereby the	All based on relationships	Supplier will need to		
	Shipper	sends the	between Shippers and having a	communicate to		
	notifications	to UK Link prior	means to communicate	ensure the relevant file		
		switch		flows are submitted		
				prior to the switch		
2	Do n			prior to the switch		
	Do nothing		Flows to Gemini will be after			
		othing	Flows to Gemini will be after the switch event	Allocations in Gemini		
3			the switch event	Allocations in Gemini will be inaccurate		
3	Default value	es to be sent to	the switch event  Default values may be	<ul> <li>Allocations in Gemini will be inaccurate</li> <li>Inaccurate values in</li> </ul>		
3	Default value		the switch event  Default values may be inaccurate however reduces	<ul> <li>Allocations in Gemini will be inaccurate</li> <li>Inaccurate values in Gemini, incorrect</li> </ul>		
3	Default value	es to be sent to	the switch event  Default values may be inaccurate however reduces requirement for additional	<ul> <li>Allocations in Gemini will be inaccurate</li> <li>Inaccurate values in</li> </ul>		
3	Default value	es to be sent to	the switch event  Default values may be inaccurate however reduces requirement for additional communications and upfront	<ul> <li>Allocations in Gemini will be inaccurate</li> <li>Inaccurate values in Gemini, incorrect</li> </ul>		
	Default value Ge	es to be sent to emini	the switch event  Default values may be inaccurate however reduces requirement for additional	<ul> <li>Allocations in Gemini will be inaccurate</li> <li>Inaccurate values in Gemini, incorrect</li> </ul>		
4	Default value Ge Increase f	es to be sent to emini	the switch event  Default values may be inaccurate however reduces requirement for additional communications and upfront	<ul> <li>Allocations in Gemini will be inaccurate</li> <li>Inaccurate values in Gemini, incorrect</li> </ul>		
4	Default value Ge Increase f updates	es to be sent to emini requency of to Gemini	the switch event  Default values may be inaccurate however reduces requirement for additional communications and upfront activity	<ul> <li>Allocations in Gemini will be inaccurate</li> <li>Inaccurate values in Gemini, incorrect allocations</li> </ul>		
4 Imple	Default value Ge Increase f updates mentation	es to be sent to emini requency of to Gemini  Can be imple	the switch event  Default values may be inaccurate however reduces requirement for additional communications and upfront activity  mented after the CSS implementations	Allocations in Gemini will be inaccurate     Inaccurate values in Gemini, incorrect allocations  tion date		
4	Default value Ge Increase f updates mentation	requency of to Gemini  Can be imple  Implementat	the switch event  Default values may be inaccurate however reduces requirement for additional communications and upfront activity  mented after the CSS implementation upon the CSS implementation	Allocations in Gemini will be inaccurate     Inaccurate values in Gemini, incorrect allocations  tion date date		
4 Imple times	Default value Ge Increase f updates mentation cales	requency of to Gemini  Can be imple  Implementat  Implementat	the switch event  Default values may be inaccurate however reduces requirement for additional communications and upfront activity  mented after the CSS implementation upon the CSS implementation prior to the CSS implementation	Allocations in Gemini will be inaccurate     Inaccurate values in Gemini, incorrect allocations  tion date date on date		
4 Imple times	Increase f updates mentation cales	requency of to Gemini  Can be imple  Implementat  Implementat Any system imp	the switch event  Default values may be inaccurate however reduces requirement for additional communications and upfront activity  mented after the CSS implementation upon the CSS implementation prior to the CSS implementation acts on Gemini need to be taken in	Allocations in Gemini will be inaccurate     Inaccurate values in Gemini, incorrect allocations  tion date date on date account with the Gemini		
4 Imple times	Default value Ge Increase f updates mentation cales	requency of to Gemini  Can be imple  Implementat  Implementat  Any system imp	the switch event  Default values may be inaccurate however reduces requirement for additional communications and upfront activity  mented after the CSS implementation upon the CSS implementation prior to the CSS implementation acts on Gemini need to be taken in a for example resource, testing enver	Allocations in Gemini will be inaccurate     Inaccurate values in Gemini, incorrect allocations  tion date date in date ito account with the Gemini vironments.		
4 Imple times	Increase f updates mentation cales	requency of to Gemini  Can be imple  Implementat Implementat Any system imp change schedule	the switch event  Default values may be inaccurate however reduces requirement for additional communications and upfront activity  mented after the CSS implementation upon the CSS implementation prior to the CSS implementation acts on Gemini need to be taken in a for example resource, testing envir re-platforming within the Busine	Allocations in Gemini will be inaccurate     Inaccurate values in Gemini, incorrect allocations  tion date date in date ito account with the Gemini vironments.		
Imple times  Devel Deper	Increase f updates mentation cales	requency of to Gemini  Can be imple Implementat Implementat Any system imp change schedule There is a Gemini	the switch event  Default values may be inaccurate however reduces requirement for additional communications and upfront activity  mented after the CSS implementation upon the CSS implementation prior to the CSS implementation acts on Gemini need to be taken in a for example resource, testing envir re-platforming within the Busine	Allocations in Gemini will be inaccurate     Inaccurate values in Gemini, incorrect allocations  tion date date on date ito account with the Gemini vironments.  ss Plan – can this change be		





Any associated constraints
All assumptions

**Process Timeline:** 





#### 3.5 Change of Supplier required information Shipper Registration event

Title		Change of Cura	lior required information Chinasa	ogistration overt
	docariotics		lier required informationShipper R	
issue	description	_	Supplier Shipper event mandatory	
			the CDSP in the <u>UK Link</u> file format	-
			meters for the Supply Point e.g. Su	
			of Shipper files This currently inclu	
		_	fftake Quantity (SOQ) and Supply F	lourly Quantity (SHQ), the
		meter read freq	uency.	
		These data item	s are required to complete a chang	ge of supplier event <u>on the</u>
		CSS and so are r	not present in the registration / sw	itch request from the
		Supplier. Howev	ver, the Shipper still needs to provi	<u>de the settlement</u>
		parameters for	the Supply Point. It is expected the	se settlement parameters
		are required for	D, where not provided by D there	is a suggestion that the
		existing settlem	ent parameters would be used. Ho	wever, the rolling forward
		of settlement cr	iteria may not be how the Supplier	/ Shipper has established
		arrangements w	vith the customer and supplier age	nts e.g. meter reading agent.
		and have impac	ts if not provided, for example who	ere the SHQ and SOQ are not
		provided there	may be impacts on demand estima	tion allocation within
		Gemini, meter r	ead class will drive the meter read	frequency and therefore
		impact on Rollin	ng AQ, submission of meter reads a	nd must reads.
			data items are billing attributes ar	
			processes and invoicing.	
Impa	cted Parties	Shipper User	S	
		□ DNs		
		□iGTs		
		□ NTS		
		☐ Other - Pleas	e specify	
Curre	nt Process		nomination files these data items	are sent to Yoserve
Carre			S42 (SSP_CONFRMATON) record the	
			t sector code, Supplier Organisation	
			d batch frequency.	mia, sappry wieter i sint
Impa	cted process	Class) Inctel rea	a baten mequency.	
	e Xoserve			
Heat				
	of change	High		
	References	Where applicab	le .	
	ess Process	Embedded proc		
	el Diagram	Zimbedded proce	ess moder	
	irements	Requirements o	f the change	
-	iption	nequirements of	, the change	
Desci	iption		Solution options	
No	Desc	ription	Impacts (including UNC	Considerations
140	Desc	приоп	reference)	Considerations
1	Introduction	on of a 'Shell	This creates a new record for	Timing – this will need
		t contains the	submission from Shippers to UK	to be submitted [x]
		required for UK	Link therefore impacts both	hours prior to gate
		mission to UK	Shipper systems and UK Link	closure
		gate closure on	The state of the s	Information needs to
Link prior to gate closure on		5-10 0.0001 0 011		- information needs to



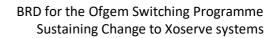
	the switch	n event date		be available to the	
				incoming Shipper	
2	be mandato default valu Shipper wil items th man	ata items to not ry, determines ues, incoming I provide data ey feel are datory	Required mandatory data items will not be provided	Required data will not be available and will impact on downstream processes	
3		he data items evious Shipper	For consideration as a solution option and also a default position where a 'shell record' is not submitted	•	
4	values SOQ,	ss 4 and default SHQ and MRF y Meter points	For consideration as a solution option and also a default position where a 'shell record' is not submitted	<ul> <li>Default values for the SOQ and SHQ</li> <li>Locks Shippers out of benefits of other Classes</li> </ul>	
_	timescales		mented after the CSS implementation date ion upon the CSS implementation date		
Dovol	lopment	Dependencies of	ion prior to the CSS implementation this shapes	on date	
	ndencies	Dependencies of	ir tins change		
•	ementation	Any associated i	risks		
	n Constraints	Any associated o	constraints		
Desig		All assumptions			
Testir	nptions				
	derations				
Traini					
	derations				
	mplications				
Proce	ss Timeline:				

**Process Timeline:** 



#### 3.6 Supplier / Shipper Relationship Table <u>- Level 1 change</u>

		Supplier / Shippe	er Relationship Table			
Issue	description	There is a requirement for a Shipper and Supplier (and possibly Transporter)				
		relationship table to be maintained that will facilitate the appointing and de-				
		appointing of Shipper Users. The table needs to take into account which				
		Supplier can ship through which Shipper to ensure the accurate arrangements				
		are maintained. This table will be maintained within UK Link and will require				
		validations to be	completed against it. Additionally	a process needs to be		
			low for management of the table a	•		
			and when required.	G		
		•	upplier cannot obtain a domestic sit	e – cannot be a simplistic		
			nclude relationships.			
Impa	cted Parties	Shipper Users				
		☐ iGTs				
		□ NTS				
		_	anasif.			
•		Other - Please	especify			
Curre						
	ssLevel 3	□ No				
	cts identified		late needs to be considered N/A			
	References	Where applicable	9			
Addit						
	<u>nation</u>					
	ess Process	Embedded process model				
	el Diagram					
•	<del>irements</del>	• A new requirement - table to be developed to be maintained and managed				
Descr	<del>iption</del>	in UK link to reflect the Shipper and Supplier relationships				
			Solution options			
No	Desc	ription	Impacts (including UNC	Considerations		
No			Impacts (including UNC reference)	Considerations		
No 1	The table v	vill be stored	Impacts (including UNC	Considerations		
1	The table v		Impacts (including UNC reference)	Considerations		
1 2	The table v	vill be stored	Impacts (including UNC reference)	Considerations		
1 2 3	The table v	vill be stored	Impacts (including UNC reference)	Considerations		
1 2 3 4	The table within	vill be stored UK Link	Impacts (including UNC reference) New file flows			
1 2 3 4 Imple	The table within	vill be stored UK Link  Can be impler	Impacts (including UNC reference)  New file flows  mented after the CSS implementation	on date		
1 2 3 4	The table within	vill be stored UK Link  Can be impler	Impacts (including UNC reference) New file flows	on date		
1 2 3 4 Imple	The table within	vill be stored UK Link  □ Can be implen □ Implementatio	Impacts (including UNC reference)  New file flows  mented after the CSS implementation don upon the CSS implementation don prior to the CSS implementation	<del>on date</del> a <del>te</del>		
1 2 3 4 Imple	The table within	vill be stored UK Link  Can be implen	Impacts (including UNC reference)  New file flows  mented after the CSS implementation don upon the CSS implementation don prior to the CSS implementation	<del>on date</del> a <del>te</del>		
1 2 3 4 Imple times	The table within	vill be stored UK Link  □ Can be implen □ Implementatio	Impacts (including UNC reference)  New file flows  mented after the CSS implementation don upon the CSS implementation don prior to the CSS implementation	<del>on date</del> a <del>te</del>		
2 3 4 Imple times	The table within	vill be stored UK Link  □ Can be implen □ Implementatio	Impacts (including UNC reference) New file flows  mented after the CSS implementation don upon the CSS implementation don prior to the CSS implementation this change	<del>on date</del> a <del>te</del>		
2 3 4 Imple times	The table vithir withir mentation cales	Can be implend Implementation	Impacts (including UNC reference) New file flows  mented after the CSS implementation don upon the CSS implementation don prior to the CSS implementation this change	<del>on date</del> a <del>te</del>		
2 3 4 Imple times Devel Depel Imple Risks	The table vithir withir mentation cales	Can be implend Implementation	Impacts (including UNC reference) New file flows  mented after the CSS implementation on upon the CSS implementation on prior to the CSS implementation of this change	<del>on date</del> a <del>te</del>		
2 3 4 Imple times Devel Depel Imple Risks	The table vithir withir withir mentation cales copment endencies ementation enconstraints	Can be implentation Implementation Implementation Dependencies on Any associated right	Impacts (including UNC reference) New file flows  mented after the CSS implementation on upon the CSS implementation on prior to the CSS implementation of this change	<del>on date</del> a <del>te</del>		
1 2 3 4 Imple times  Devel Depel Imple Risks Desig	The table vithir withir withir mentation cales copment endencies ementation enconstraints	Can be implentation  Implementation  Implementation  Implementation  Dependencies on  Any associated con	Impacts (including UNC reference) New file flows  mented after the CSS implementation on upon the CSS implementation on prior to the CSS implementation of this change	<del>on date</del> a <del>te</del>		
1 2 3 4 Imple times  Devel Depel Imple Risks Desig	The table very within within within within the within t	Can be implentation  Implementation  Implementation  Implementation  Dependencies on  Any associated con	Impacts (including UNC reference) New file flows  mented after the CSS implementation on upon the CSS implementation on prior to the CSS implementation of this change	<del>on date</del> a <del>te</del>		
2 3 4 Imple times  Devel Depel Imple Risks Desig Desig Assur Testir	The table very within within within within the within t	Can be implentation  Implementation  Implementation  Implementation  Dependencies on  Any associated con	Impacts (including UNC reference) New file flows  mented after the CSS implementation on upon the CSS implementation on prior to the CSS implementation of this change	<del>on date</del> a <del>te</del>		
2 3 4 Imple times  Devel Depel Imple Risks Desig Desig Assur Testir	The table very within within within within within the w	Can be implentation  Implementation  Implementation  Implementation  Dependencies on  Any associated con	Impacts (including UNC reference) New file flows  mented after the CSS implementation on upon the CSS implementation on prior to the CSS implementation of this change	<del>on date</del> a <del>te</del>		





Considerations	
<b>Cost implications</b>	

**Process Timeline:** 





#### 3.7 Capacity Referral

Title		Canacity Deform			
Title	4	Capacity Referra		and and the Birth Birth	
Issue	description	Capacity referrals are required upon a confirmation whereby the Distribution			
		Networks and iGTs need to assess whether the system is capable of supplying the proposed SOQ and SHQ for the Supply Meter Point. The timelines in which			
		•	Is are completed does not align to		
		capacity referral will need to be completed prior to the switch request to the			
		CSS.			
Impa	cted Parties	⊠ Shipper User	-S		
		⊠ DNs			
		⊠ iGTs			
	□ NTS				
		☐ Other - Pleas	se specify		
Curre	nt Process		al notice is given the Distribution Ne	etworks and iGTs currently	
Curre			ion to respond within 12 business d	•	
		_	mination requests per calendar mo	•	
Imna	cted process	and referred flor	addirequests per carendar mo		
	e Xoserve				
Heat					
	of change	High / medium ,	/low		
	References	TPDG4.1	1000		
	ess Process	Embedded proc	ess model		
	el Diagram	Embedded proc	css model		
	irements	• To ensure a	process is set up to allow for capa	rity referrals prior to a	
-	iption	To ensure a process is set up to allow for capacity referrals prior to a switch			
Desci	iption	SWITCH	Solution options		
No	Desc	ription	Impacts (including UNC	Considerations	
140	Desc	приоп	reference)	Considerations	
1	Completion	of the capacity	reference		
_		r to the switch			
		quest			
2	100	quest			
3					
4					
-	mentation	Can be imple	emented after the CSS implementate	ion data	
times		·	·		
tilles	CaiC3		tion upon the CSS implementation (		
		☐ Implementation prior to the CSS implementation date			
	opment	Dependencies on this change			
-	ndencies				
	mentation	Any associated	risks		
Risks		A			
	n Constraints	Any associated			
Desig		All assumptions			
	nptions				
Testin	•				
	derations				
Traini	ing derations				



Cost implications





#### 3.8 Supplier or Shipper Change

Title		Supplier or Ship	per Change				
Issue	description	The management of an event where the Supplier changes Shipper needs to be					
		considered. In this scenario the customer does not switch and the Supplier					
		remains the same, but the Supplier updates the CSS with their new Shipper					
		details.					
		Alternatively, co	onsideration needs to be given to th	ne scenario where the			
		Shipper stays the	e same but the Supplier switches.				
		These scenarios	are classified as a switch within the	e CSS. The details will need			
		to be updated w	vithin UK Link <u>.</u>				
		This may be con	sidered alongside topic area 3.6 - S	upplier / Shipper			
		Relationship Tab	ole, which is a level 1 change				
Impa	cted Parties	Shipper User:	rs				
		☐ DNs					
		□ iGTs					
		$\square$ NTS					
		☐ Other - Pleas	e specify				
Curre	nt Process						
Impa	cted process						
on th	e Xoserve						
<u>Heat</u>	<u>Map</u>						
Level	of change	High / medium / low					
UNC	References	Where applicable					
Busin	ess Process	Embedded process model					
Mode	el Diagram						
Requi	irements	Requirements of	f the change				
Descr	iption						
	ı		Solution options				
No	Desc	ription	Impacts (including UNC	Considerations			
			reference)				
1							
2							
3							
4							
•	mentation		emented after the CSS implementat				
times	cales	☐ Implementation upon the CSS implementation date					
		☐ Implementation prior to the CSS implementation date					
Devel				Dependencies on this change			
Development		Dependencies or	n this change				
	ndencies						
Imple	-	Dependencies of Any associated in					
Imple Risks	ndencies mentation	Any associated r	risks				
Imple Risks Desig	ndencies ementation n Constraints	Any associated i	risks constraints				
Imple Risks Desig Desig	ndencies ementation n Constraints	Any associated r	risks constraints				
Imple Risks Desig Desig Assur	ndencies mentation n Constraints n mptions	Any associated i	risks constraints				
Imple Risks Desig Desig Assur Testir	ndencies mentation n Constraints n mptions	Any associated i	risks constraints				
Imple Risks Desig Desig Assur Testir	ndencies mentation n Constraints n mptions	Any associated i	risks constraints				



Considerations	
Cost implications	





#### 3.9 Map Identity — Level 1 change

Title	Map Identity
Issue description	The recording of the MAP identity against the Supply Meter point. There is a
	CSS requirement for UK Link to provide the MAP ID to a RMP to the CSS.
	Therefore UK Link is required to hold the MAP ID for the Supply Meter Point.
	This is essential to be Live prior to 'go-live' for the CSS, this will include a data
	migration activity.
Impacted Parties	Shipper Users     ■ Shipper Users
	□ DNs
	□ iGTs
	□ NTS
	☐ Other - Please specify
Level 3 impacts	
identified	□ No
	If yes a full template needs to be considered
Additional	Where applicable
information	



#### **3.10 Emergency Contact Details**

Title		Emergency Cont	act Details			
	description	On large supply points Emergency contact details are mandatory however this				
		is not considered within CSS therefore the details need to be updated outside				
		of the switch. Emergency contact details are submitted by a Shipper and				
		notified to the Distribution Networks and iGTs.				
Impa	cted Parties	⊠ Shipper Users				
•		⊠ DNs				
		⊠ iGTs				
		□ NTS				
		☐ Other - Please	e specify			
Curre	nt Process		n of the S38 (LSP CONFIRMATION)	record a Shipper will		
Curre		· ·	ite is manned 24 hours for the pur	• •		
			odated through the S66 (CONTACT			
UNC	References	Where applicabl				
Impa	cted process					
on th	e Xoserve					
Heat	Мар					
Level	of change	High / medium /	<u>low</u>			
Busin	ess Process	Embedded proce	ess model			
Mode	el Diagram					
Requi	irements	<ul> <li>To ensure er</li> </ul>	mergency contact details are subm	nitted to UK Link		
Descr	iption					
			Solution options			
No	Desc	ription	Impacts (including UNC	Considerations		
			reference)			
1	Retain curre	nt process and	reference) Minimal impacts as current	Needs to be taken into		
1		nt process and activity outside		Needs to be taken into consideration within		
1	complete the		Minimal impacts as current			
1 2	complete the of a	activity outside	Minimal impacts as current	consideration within		
	complete the of a Include eme details wit	activity outside switch rgency contact hin the 'shell	Minimal impacts as current process is retained  One record can be introduced to support mandatory data	consideration within the timeframes		
	complete the of a Include eme details wit	activity outside switch rgency contact	Minimal impacts as current process is retained  One record can be introduced to support mandatory data items being submitted to UK	consideration within the timeframes		
2	complete the of a Include eme details wit	activity outside switch rgency contact hin the 'shell	Minimal impacts as current process is retained  One record can be introduced to support mandatory data	consideration within the timeframes		
2	complete the of a Include eme details wit	activity outside switch rgency contact hin the 'shell	Minimal impacts as current process is retained  One record can be introduced to support mandatory data items being submitted to UK	consideration within the timeframes		
3 4	complete the of a Include eme details wit record' if	activity outside switch rgency contact hin the 'shell introduced	Minimal impacts as current process is retained  One record can be introduced to support mandatory data items being submitted to UK  Link for a switch	consideration within the timeframes  New file flow		
2 3 4 Imple	complete the of a Include eme details wit record' if	activity outside switch rgency contact hin the 'shell introduced	Minimal impacts as current process is retained  One record can be introduced to support mandatory data items being submitted to UK  Link for a switch	consideration within the timeframes  New file flow		
3 4	complete the of a Include eme details wit record' if	activity outside switch rgency contact hin the 'shell introduced	Minimal impacts as current process is retained  One record can be introduced to support mandatory data items being submitted to UK Link for a switch  Dlemented after the CSS implementation upon the CSS implementation	consideration within the timeframes  New file flow  ntation date on date		
2 3 4 Imple	complete the of a Include eme details wit record' if	activity outside switch rgency contact hin the 'shell introduced    Can be imposed Implement Implement	Minimal impacts as current process is retained  One record can be introduced to support mandatory data items being submitted to UK Link for a switch  Dlemented after the CSS implementation upon the CSS implementation tation prior to the CSS implementation.	consideration within the timeframes  New file flow  ntation date on date		
2 3 4 Imple times	complete the of a Include eme details wit record' if mentation cales	activity outside switch rgency contact hin the 'shell introduced	Minimal impacts as current process is retained  One record can be introduced to support mandatory data items being submitted to UK Link for a switch  Dlemented after the CSS implementation upon the CSS implementation tation prior to the CSS implementation.	consideration within the timeframes  New file flow  ntation date on date		
2 3 4 Imple times Devel Depe	complete the of a Include eme details wit record' if	activity outside switch rgency contact hin the 'shell introduced    Can be implement Implement Dependencies or	Minimal impacts as current process is retained  One record can be introduced to support mandatory data items being submitted to UK Link for a switch  Dlemented after the CSS implementation upon the CSS implementation at this change	consideration within the timeframes  New file flow  ntation date on date		
3 4 Imple times Devel Depe	complete the of a Include eme details wit record' if mentation cales	activity outside switch rgency contact hin the 'shell introduced    Can be imposed Implement Implement	Minimal impacts as current process is retained  One record can be introduced to support mandatory data items being submitted to UK Link for a switch  Dlemented after the CSS implementation upon the CSS implementation at this change	consideration within the timeframes  New file flow  ntation date on date		
3 4 Imple times Devel Depe Imple Risks	complete the of a Include eme details wit record' if mentation cales comment mentation mentation cales comment mentation cales comment mentation cales comment cales	activity outside switch rgency contact hin the 'shell introduced    Can be implement him lement him	Minimal impacts as current process is retained  One record can be introduced to support mandatory data items being submitted to UK Link for a switch  Delemented after the CSS implementation upon the CSS implementation this change	consideration within the timeframes  New file flow  ntation date on date		
3 4 Imple times Devel Depe Imple Risks Desig	complete the of a Include eme details wit record' if	activity outside switch rgency contact hin the 'shell introduced    Any associated of Any associated of the switch right in the 'shell introduced    Any associated of the switch response to the switch respo	Minimal impacts as current process is retained  One record can be introduced to support mandatory data items being submitted to UK Link for a switch  Delemented after the CSS implementation upon the CSS implementation this change	consideration within the timeframes  New file flow  ntation date on date		
3 4 Imple times Devel Depe Imple Risks Desig Desig	complete the of a Include eme details wit record' if record' if mentation cales comment and encies ementation constraints in	activity outside switch rgency contact hin the 'shell introduced    Can be implement him lement him	Minimal impacts as current process is retained  One record can be introduced to support mandatory data items being submitted to UK Link for a switch  Delemented after the CSS implementation upon the CSS implementation this change	consideration within the timeframes  New file flow  ntation date on date		
3 4 Imple times Devel Depe Imple Risks Desig Desig Assur	complete the of a Include eme details wit record' if record' if mentation cales comment ementation cales comment ementation constraints ementation mentation constraints ementation constraints ementation emptions	activity outside switch rgency contact hin the 'shell introduced    Any associated of Any associated of the switch right in the 'shell introduced    Any associated of the switch response to the switch respo	Minimal impacts as current process is retained  One record can be introduced to support mandatory data items being submitted to UK Link for a switch  Delemented after the CSS implementation upon the CSS implementation this change	consideration within the timeframes  New file flow  ntation date on date		
3 4 Imple times Devel Depe Imple Risks Desig Desig Assur Testir	complete the of a Include eme details wit record' if record if	activity outside switch rgency contact hin the 'shell introduced    Any associated of Any associated of the switch right in the 'shell introduced    Any associated of the switch response to the switch respo	Minimal impacts as current process is retained  One record can be introduced to support mandatory data items being submitted to UK Link for a switch  Delemented after the CSS implementation upon the CSS implementation this change	consideration within the timeframes  New file flow  ntation date on date		
3 4 Imple times Devel Depe Imple Risks Desig Desig Assur Testir	complete the of a Include eme details wit record' if record if r	activity outside switch rgency contact hin the 'shell introduced    Any associated of Any associated of the switch right in the 'shell introduced    Any associated of the switch response to the switch respo	Minimal impacts as current process is retained  One record can be introduced to support mandatory data items being submitted to UK Link for a switch  Delemented after the CSS implementation upon the CSS implementation this change	consideration within the timeframes  New file flow  ntation date on date		



Considerations	
Cost implications	





#### 3.11 CSS Switch Cancellations

Title		CSS Switch Canc	ellations		
Issue	description	Consideration fo	or the ability to cancel a switch ever	nt. If information has been	
		shared with UK I	Link and a switch is cancelled the in	nformation will need to be	
		retracted. Switch	hes can be cancelled up until 17:00	on the day prior to the	
		switch becoming effective. Consideration needs to be given to any matters			
		that may arise fr	rom the short notice of a cancellation	on event. Consideration also	
		needs to be factored in how Shippers are notified of the cancellation.			
			vill link to impacts to Gemini that h		
		to the cancellation			
Impacted Parties Shipper Use					
		⊠ DNs			
		⊠ iGTs			
		□ NTS			
		Other - Please	e specify		
	nt Process				
	cted process				
	e Xoserve				
Heat I		It's bolt and a second			
	of change	High / medium /			
	References	Where applicabl			
	ess Process	Embedded proce	ess model		
	l Diagram				
Requirements		Requirements of the change			
-		Requirements of	the change		
Descr		Requirements of			
-	iption		Solution options		
-	iption	ription	Solution options Impacts (including UNC	Considerations	
Descr	iption		Solution options	Considerations	
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#### **3.12 Vulnerable Customers**

Title		Vulnerable Cust	omers			
Issue	description	Details for vulnerable customers are mandatory however this is not considered				
		within CSS therefore the details need to be updated outside of the switch.				
		Vulnerable customer details are submitted by a Supplier through their Shipper				
		and notified to the Distribution Networks and iGTs.				
Impa	ted Parties	Shipper Users     ■ Shipper Users	S			
		⊠ DNs				
		⊠ iGTs (TBC)				
		□ NTS				
		☐ Other - Please				
Curre	nt Process		omer need codes are submitted wit	•		
		CONSUMER) red	ord and the S84 (PRIOIRTY SERVICE	ES) record. These are then		
		notified to the D	istribution Networks and iGTs.			
<u>Impa</u>	cted process					
on the	e Xoserve					
<b>Heat</b>	Мар					
Level	of change	High / medium /	low			
	References	Where applicabl	le			
Busin	ess Process	Embedded proce				
	l Diagram					
	rements	To ensure vi	ulnerable customer details are subr	mitted to LIK Link		
-	iption	TO CHISAIC VO	amerable castomer actans are sub-	THE COUNTY OF TH		
2000.			Solution options			
			Solution options			
Nο	Desc	rintion	Impacts (including LINC	Considerations		
No	Desc	ription	Impacts (including UNC	Considerations		
			reference)			
No 1	Retain curre	nt process and	reference) Minimal impacts as current	Needs to be taken into		
	Retain curre complete the	nt process and activity outside	reference)	Needs to be taken into consideration within the		
1	Retain curre complete the of a	nt process and activity outside switch	reference)  Minimal impacts as current process is retained	Needs to be taken into consideration within the timeframes		
	Retain curre complete the of a Include vulne	nt process and activity outside switch rable customer	reference)  Minimal impacts as current process is retained  One record can be introduced	Needs to be taken into consideration within the		
1	Retain curre complete the of a Include vulne details wit	nt process and activity outside switch rable customer hin the 'shell	reference)  Minimal impacts as current process is retained  One record can be introduced to support mandatory data	Needs to be taken into consideration within the timeframes		
1	Retain curre complete the of a Include vulne details wit	nt process and activity outside switch rable customer	reference)  Minimal impacts as current process is retained  One record can be introduced to support mandatory data items being submitted to UK	Needs to be taken into consideration within the timeframes		
2	Retain curre complete the of a Include vulne details wit	nt process and activity outside switch rable customer hin the 'shell	reference)  Minimal impacts as current process is retained  One record can be introduced to support mandatory data	Needs to be taken into consideration within the timeframes		
2	Retain curre complete the of a Include vulne details wit	nt process and activity outside switch rable customer hin the 'shell	reference)  Minimal impacts as current process is retained  One record can be introduced to support mandatory data items being submitted to UK	Needs to be taken into consideration within the timeframes		
2 3 4	Retain curre complete the of a Include vulne details wit record' if	nt process and activity outside switch rable customer hin the 'shell introduced	reference)  Minimal impacts as current process is retained  One record can be introduced to support mandatory data items being submitted to UK  Link for a switch	Needs to be taken into consideration within the timeframes  New file flow		
1 2 3 4 Imple	Retain curre complete the of a Include vulne details wit record' if	nt process and activity outside switch rable customer hin the 'shell introduced	reference)  Minimal impacts as current process is retained  One record can be introduced to support mandatory data items being submitted to UK Link for a switch	Needs to be taken into consideration within the timeframes New file flow		
2 3 4	Retain curre complete the of a Include vulne details wit record' if	nt process and activity outside switch rable customer hin the 'shell introduced  Can be imple Implementat	reference)  Minimal impacts as current process is retained  One record can be introduced to support mandatory data items being submitted to UK Link for a switch  mented after the CSS implementation upon the CSS implementation of	Needs to be taken into consideration within the timeframes  New file flow  ion date date		
1 2 3 4 Imple	Retain curre complete the of a Include vulne details wit record' if	nt process and activity outside switch rable customer hin the 'shell introduced  Can be imple Implementat	reference)  Minimal impacts as current process is retained  One record can be introduced to support mandatory data items being submitted to UK Link for a switch	Needs to be taken into consideration within the timeframes  New file flow  ion date date		
1 2 3 4 Imple times	Retain curre complete the of a Include vulne details wit record' if	nt process and activity outside switch rable customer hin the 'shell introduced  Can be imple Implementat	reference)  Minimal impacts as current process is retained  One record can be introduced to support mandatory data items being submitted to UK Link for a switch  mented after the CSS implementation upon the CSS implementation prior to the CSS implementation.	Needs to be taken into consideration within the timeframes  New file flow  ion date date		
1 2 3 4 Imple times	Retain curre complete the of a Include vulne details wit record' if	nt process and activity outside switch rable customer hin the 'shell introduced  Can be imple Implementat Implementat	reference)  Minimal impacts as current process is retained  One record can be introduced to support mandatory data items being submitted to UK Link for a switch  mented after the CSS implementation upon the CSS implementation prior to the CSS implementation.	Needs to be taken into consideration within the timeframes  New file flow  ion date date		
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1 2 3 4 Imple times Devel	Retain curre complete the of a Include vulne details wit record' if mentation cales	nt process and activity outside switch rable customer hin the 'shell introduced  Can be imple Implementat Implementat Dependencies or	reference)  Minimal impacts as current process is retained  One record can be introduced to support mandatory data items being submitted to UK Link for a switch  mented after the CSS implementation upon the CSS implementation prior to the CSS implementation this change	Needs to be taken into consideration within the timeframes  New file flow  ion date date		
1 2 3 4 Imple times Devel Deper Imple Risks	Retain curre complete the of a Include vulne details wit record' if mentation cales opment ndencies mentation	nt process and activity outside switch rable customer hin the 'shell introduced  Can be imple Implementat Implementat Dependencies of	reference)  Minimal impacts as current process is retained  One record can be introduced to support mandatory data items being submitted to UK Link for a switch  mented after the CSS implementation upon the CSS implementation prior to the CSS implementation this change	Needs to be taken into consideration within the timeframes  New file flow  ion date date		
1 2 3 4 Imple times Devel Deper Imple Risks Desig	Retain curre complete the of a Include vulne details wit record' if mentation cales opment indencies mentation constraints	nt process and activity outside switch rable customer hin the 'shell introduced  Can be imple Implementat Implementat Dependencies of  Any associated of	reference)  Minimal impacts as current process is retained  One record can be introduced to support mandatory data items being submitted to UK Link for a switch  mented after the CSS implementation upon the CSS implementation prior to the CSS implementation this change	Needs to be taken into consideration within the timeframes  New file flow  ion date date		
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3 4 Imple times Devel Deper Imple Risks Desig Desig Assun	Retain curre complete the of a Include vulne details wit record' if mentation cales opment ndencies mentation constraints no nptions	nt process and activity outside switch rable customer hin the 'shell introduced  Can be imple Implementat Implementat Dependencies of  Any associated of	reference)  Minimal impacts as current process is retained  One record can be introduced to support mandatory data items being submitted to UK Link for a switch  mented after the CSS implementation upon the CSS implementation prior to the CSS implementation this change	Needs to be taken into consideration within the timeframes  New file flow  ion date date		
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Considerations	
Cost implications	





#### 3.13 Market sector code decommissioning <u>- Level 2 Change</u>

Title	Market sector code decommissioning					
Issue description	Distribution Networks and Shippers will need to be sent the Market Sector					
	Code which will now be dealt with by the CSS. The Supplier will provide the					
	market sector code to the CSS and this information will flow to UK Link. A					
	mechanism for notifying the Distribution Networks, iGTs and Shippers needs to					
	be established so the data can be sent.					
Impacted Parties	Shipper Users     ■ Shipper Users					
	⊠ DNs					
	⊠ iGTs					
	□NTS					
	☐ Other - Please specify					
Level 3 impacts	☐ Yes					
<u>identified</u>	□ No					
	If yes a full template needs to be considered					
Additional	Where applicable					
<u>information</u>						



#### 3.14 Delayed synchronisations — Level 1 or 2 change

Title	Delayed synchronisations					
Issue description	Description of the issue					
Impacted Parties	☐ Shipper Users					
	□ DNs					
	□ iGTs					
	□ NTS					
	☐ Other - Please specify					
Level 3 impacts	☐ Yes					
identified	□ No					
	If yes a full template needs to be considered					
Additional	Where applicable					
<u>information</u>						





#### 3.15 DES Data - Level 1 or 2 change

Title	DES Data					
Issue description	Description of the issue					
Impacted Parties	☐ Shipper Users					
	□ DNs					
	□ iGTs					
	□ NTS					
	☐ Other - Please specify					
Level 3 impacts	☐ Yes					
identified	□ No					
	If yes a full template needs to be considered					
Additional	Where applicable					
<u>information</u>						





4.0 Non –Functional Business Requirements

[To be inserted]





#### **5.0 Appendices**

[To be inserted] Excel spreadsheet of all level 1, level 2 and level 3 changes





#### 6. Defined Terms and Glossary

Term / Acronym	Definition			
SHQ	Supply Hourly Quantity			
SOQ	System Offtake Quantity (daily offtake)			
Switch Event	Upon first registration A change of Supplier / Shipper as set out by the CSS			





#### 7. Document Control

#### 7.1 Version History

Version	Status	Date	Author (s)	Summary of Changes
0.1	Initial Draft	06/12/17	Xoserve	OSP Sustaining Change to Xoserve
				Systems BRD creation
0.2	Draft	19/01/18	Xoserve	Updates following meeting on 15 <sup>th</sup>
				December





