***Change Proposal***

UNC Modification 644

Changes to Introduce New EUCs Only

**Mod Reference*:* 644**

**CDSP Reference: xrn4616**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Document Stage | Version | Date | Author | Status |
| ROM Request |  | 19-04-2018 | Steve Ganney | Draft |
| ROM Response |  | 30-04-2018 | Steve Ganney | Draft |
| Change Management Committee Outcome |  |  |  | Choose an item. |
| EQR |  |  |  | Choose an item. |
| Change Management Committee Outcome |  |  |  | Choose an item. |
| BER |  |  |  | Choose an item. |
| Change Management Committee Outcome |  |  |  | Choose an item. |
| CCR |  |  |  | Choose an item. |
| Change Management Committee Outcome |  |  |  | Choose an item. |

***Document Purpose***

This document is intended to provide a single view of a change as it moves through the change journey. The document is constructed in a way that enables each section to build upon the details entered in the preceding section. The level of detail is built up in an incremental manner as the project progresses.

The template is aligned to the Change Management Procedures, as defined in the CDSP Service Document. The template is designed to remove the need for duplication of information. Where information is required in one section but has been previously captured in a previous section, the previous section will be referenced.

The summary table on the front page shows the history and the current status of the Change Proposal.

|  |  |  |
| --- | --- | --- |
| ***Section*** | ***Title*** | ***Responsibility*** |
| 1 | Proposed Change | Proposer / Mod Panel |
| 2 | ROM Request / Change Proposal | Proposer / Mod Panel |
| 3 | ROM Request Rejection | CDSP |
| 4 | Rough Order of Magnitude (ROM) Analysis | CDSP |
| 5 | Change Proposal: Committee Outcome | Change Management Committee |
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| ***Appendix*** | | |
| A1 | Glossary of Key Terms | N/A |

# *Section 1: Proposed Change*

Please Note: This Proposal section has been drafted based on MOD 644 by Xoserve and any views expressed in them are the Proposer’s (and not Xoserve’s).

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Originator Details** | | | | |
| **Drafted and Submitted** | Steve Ganney  ( Xoserve ) | | **Contact Number** | 0121 623 2075 |
| **Email Address** | steve.t.ganney@xoserve.com |
| **Customer Representative** | Kirsty Dudley  (EON UK) | | **Contact Number** | 07816 172 645 |
| **Email Address** | Kirsty.Dudley@eonenergy.com |
| **Subject Matter Experts** | Sallyann Blackett  ( EON UK )  Fiona Cottam  ( Xoserve ) | | **Contact Number** | (Sallyann) 02476 182 098  (Fiona) 0121 623 2695 |
| **Email Address** | Sallyann.Blackett@eonenergy.com  f[iona.cottam@xoserve.com](mailto:iona.cottam@xoserve.com%20) |
| **Customer Class** | Shipper  National Grid Transmission  Distribution Network Operator  IGT | | | |
| **Overview of proposed change** | | | | |
| **Change Details** | This ROM is not for the full scope of MOD 644.  This ROM only includes the costs to implement the following Demand Patterns in EUC bands EUC01 and EUC02 in order to improve NDM Energy Forecasting and Allocation:   * Demand Pattern for Prepayment Heating Load * Demand Pattern for Industrial & Commercial (I&C) Credit Heating Load * Demand Pattern for Domestic Credit Heating Load   Note: There is no splitting of EUC bands EUC01 and EUC02, just more EUC profiles within those EUC Bands. | | | |
| **The Proposer’s Reason(s) for the proposed service change** | Recently there has been excessive volatility in NDM Nominations, NDM Allocations, Reconciliation and Unidentified Gas (UIG) since the implementation of Project Nexus, which has affected Shippers. The volatility could be reduced through introduction of demand patterns (EUC Profiles) that better reflect actual demand for the majority of consumers.  The benefit of making this change would be the improvements to NDM Nominations and NDM Allocations because the profiled consumption would be closer to actual consumer consumption so UIG would be less volatile resulting in reduced UIG and less Reconciliation at a later date.  The change would be a cost effective approach, as it would impact both Nominations ahead of and on the day, making Energy purchasing less volatile for all Shippers. | | | |
| **Status of related UNC Mod** | | At the time of writing this Change Proposal, the status of the MOD is ’01 Modification” | | |
| Full title of related UNC Mod | | UNC Modification 0644 - Improvements to nomination and reconciliation through the introduction of new EUC bands and improvements in the CWV | | |
| **Benefits of change** | | See intentions of the MOD above | | |
| **Required Change Implementation Date** | | The Proposer of the MOD has requested an implementation date of October 2018 | | |
| **Please provide an assessment of the priority of this change from the perspective of the industry.** | | High  Medium  Low  Rationale for assessment: The potential contribution this change would make to reducing prevailing UIG problems. | | |

# *Section 2: Initial Assessment / ROM Request / Change Proposal*

Please Note: This request has been drafted based on MO 644 by Xoserve and any views about the change expressed in it are the Proposer’s (and not Xoserve’s).

|  |  |
| --- | --- |
| **Service Level of Quote/Estimate Robustness Requested** | **Evaluation Services**  Initial Assessment  ROM estimate for Analysis and Delivery  **CDSP Change Services**  Firm Quote for Analysis  Firm Quote for both Analysis and Delivery |
| **Has any initial assessment been performed in support of this change?** | Yes  No |

|  |  |
| --- | --- |
| **Is this considered to be a Priority Service Change?** | Yes (Mod Related)  Yes (Legislation Change Related)  No |
| **Is this change considered to relate to a ‘restricted class’ of customers?** | Yes (please mark the customer class(es) to whom this is restricted)  No  ----------------------------------------------------------------------  Shippers  National Grid Transmission  Distribution Network Operators  IGTs |
| **Is it anticipated that the change would have an adverse impact on customers of any other customer classes?** | Yes (please give details)  No |
| ***General Service Changes Only (please ensure that either A or B below is completed)*** | |
| 1. Customer view of impacted service area(s) | |
| To be determined by Xoserve | |
| 1. If the change is anticipated to require the creation of a new service area and service line please give further details stating proposed name of new service area and title of service line: | |
|  | |
| ***Specific Service Changes Only:*** | |
| Please detail the proposed methodology (or amendment to the existing methodology) for determining Specific Service Change Charges. | |
| Not provided | |
| Please detail the proposed basis (that is, Charging Measure and Charging Period) for determining Specific Service Change Charges in respect of the Specific Service. | |
| Not provided | |
| **Impacts to UK-Link System or File Formats** | |
| To be determined by Xoserve | |
| **Impacts UKL Manual Appendix 5b** | |
| Not provided | |
| **Impacts to Gemini System** | |
| To be determined by Xoserve | |
| **Please give any other relevant information.** | |
| Please see MOD 644 | |

Please send the document to the following:

|  |  |
| --- | --- |
| ***Recipient*** | ***Email*** |
| Xoserve Portfolio Office | changeorders@xoserve.com |
| Change Management Committee Secretary | dsccomms@gasgovernance.co.uk |

# *Section 3: ROM Request Acceptance*

|  |  |
| --- | --- |
| Is there sufficient detail within the Initial Assessment Request to enable an Initial Assessment Analysis to be produced? | Yes  No |
| If no, please define the additional details that are required. |  |

If the Request is not accepted, please forward this document to the Portfolio Office for onward transmission to the Change Management Committee

# *Section 4: ROM Analysis*

This ROM is Xoserve’s response to the above Evaluation Service Request. The response is intended to support customer involvement in the development of industry changes.

Should the request obtain approval for continuance then a Change Proposal must be raised for any further analysis / development.

Disclaimer:

This ROM Analysis has been prepared in good faith by Xoserve Limited but by its very nature is only able to contain indicative information and estimates (including without limitation those of time, resource and cost) based on the circumstances known to Xoserve at the time of its preparation. Xoserve accordingly makes no representations of accuracy or completeness and any representations as may be implied are expressly excluded (except always for fraudulent misrepresentation).

Where Xoserve becomes aware of any inaccuracies or omissions in, or updates required to, this Report it shall notify the Network Operators’ Representative as soon as reasonably practicable but Xoserve shall have no liability in respect of any such inaccuracy or omission and any such liability as may be implied by law or otherwise is expressly excluded.

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|  |
| --- |
| ROM Analysis |
| **Change Impact:**  The following three Demand Patterns will be implemented in EUC Bands EUC01 and EUC02 by introducing new EUC Profiles listed below for each LDZ…:   * Demand Pattern for Prepayment Heating Load * Demand Pattern for Industrial & Commercial (I&C) Credit Heating Load * Demand Pattern for Domestic Credit Heating Load   Note: There is no splitting of EUC bands EUC01 and EUC02, just more EUC profiles within those EUC Bands.  **Proposed new EUC Profiles for SMPs with a Rolling AQ in the AQ range for EUC Band EUC01** :   * + xx:Eyy01ND assigned to Non-Prepayment Domestic Supply Meter Points   + xx:Eyy01PD assigned to Prepayment Domestic Supply Meter Points   + xx:Eyy01NI assigned to Non-Prepayment I&C” Supply Meter Points   + xx:Eyy01PI assigned to Prepayment I&C” Supply Meter Points   **Proposed new EUC Profiles for SMPs with a Rolling AQ in the AQ range for EUC Band EUC02** :   * + xx:Eyy02ND assigned to Non-Prepayment Domestic Supply Meter Points   + xx:Eyy02PD assigned to Prepayment Domestic Supply Meter Points   + xx:Eyy02NI assigned to Non-Prepayment I&C” Supply Meter Points   + xx:Eyy02PI assigned to Prepayment I&C” Supply Meter Points   DESC can ‘control’ the underlying profiles (Demand Patterns) used by the above EUC definitions and so can implement the three Demand Patterns requested in MOD 644 by…  [a] setting up the same profile data for EUCs ‘xxEyy01PD’ and ‘xxEyy01PI’ in EUC Band 1 and  [b] setting up the same profile data for EUCs ‘xxEyy02PD’ and ‘xxEyy02PI’ in EUC Band 2  …in each LDZ.  This may seem complex but provides flexibility, for example…  If later DESC analysis shows that different demand patterns for Prepayment Domestic SMPs and Prepayment I&C SMPs would be beneficial, then there would be no need to for a subsequent system change to alter the logic that assigns SMPs to EUCs. The change could be implemented purely by setting up different profile date for the different EUCs.  Initial analysis indicates that the impacted CDSP Service Areas are:   * “ 15 Demand Estimation “   **External Interfaces**: The new EUC Codes will appear in relevant files (in place of the current EUC Codes for the two EUC bands) but there will be no change to the structure of these files.  **Xoserve System Impacts**  The following processes will need amending and/or testing to ensure the new SMP EUC assignment logic is triggered and applied correctly:   * First Registration * Rolling AQ update * AQ Correction * WAR Band update * Exit Zone changes (that change LDZ) * Address Amendments (that change LDZ) * Site Takeovers processes (that change LDZ). * Annual EUC updates * RGMA ONJOB and ONUPD * Market Sector update via MSI * Market Sector update through RGMA * Market sector update through Registration   Processes involved in the following will need amending and/or testing:   * New EUC set up across all relevant Xoserve systems * Transfer of NDM portfolio date between Xoserve systems * Application of EUC profiles in NDM Demand Forecasting and Allocation * UIG Forecasting, Allocation and Reconciliation * Transfer of NDM Demand Allocation factors between Xoserve systems * Application of NDM Demand Allocation factors and EUC profiles in NDM Reconciliation |
| **Change Costs (implementation):**  The change will probably cost at least **£125,000**, but probably not more than **£210,000**  The high-end cost includes a contingency of 20% for potential process and report impacts not identified in initial assessment. |
| **Change Costs (on-going):**  No material on-going costs have been identified at this stage.  **Cost of operating an interim solution** (if needed)  No interim solution is proposed. |
| **Timescales:**  The proposer has requested an implementation in time for the start of Gas Year 2018.  Xoserve has had a clear steer from our Customers that they ordinarily require at least 6 months’ notice for externally visible system changes. In line with this, the deadline for notifying the relevant impacts, for an implementation in the timescale requested, has already passed.  The proposal requires amendment and/or testing of SAP UK-LINK, Gemini and SAP BW platforms and so requires careful coordination across all impacting parties, therefore implementation within a major release delivery model is recommended.  The next major release (“Release 3”) goes live after the start of Gas Year 2018.  The subsequent major release is currently targeted for June 2019, so inclusion of the proposal (subject to DSC Change committee approval) in this major release would make these changes effective in time for the start of Gas Year 2019. |
| **Assumptions:**  The changes will become effective from the start of a Gas Year.  Smart Meters operating in Prepayment mode will not be assigned to an EUC with a “Prepayment” demand pattern. |
| **Dependencies:**  Daily demand data for a sufficient population of SMPs with the required characteristics for each EUC in each LDZ must be made available to Xoserve before Q2 2019.. |
| **Constraints:**  The changes must become effective from the start of a Gas Year. Extra Impacts and Costs to implement within a Gas Year are not included. |
| **Observations:**  None |

Please send the document to the following:

|  |  |
| --- | --- |
| ***Recipient*** | ***Email*** |
| Xoserve Portfolio Office | changeorders@xoserve.com |
| Requesting Party | As specified in ROM Request |

# *Section 5: Change Proposal: Committee Outcome*

|  |  |  |  |
| --- | --- | --- | --- |
| The Change Proposal is approved. An EQR is requested |  | | |
| Approved Change Proposal version |  | | |
| The change proposal shall not proceed |  | | |
| The committee votes to postpone its decision on the Change Proposal until a later meeting |  | Date of later meeting |  |
| The committee requires the proposer to make updates to the Change Proposal: |  | | |
| Updates required: | | | |

# *Section 6: Evaluation Quotation Report (EQR): Change Proposal Rejection*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Change Proposal Rejection | | | | |
|  | **Yes** |  | **No** | Is there sufficient detail within the Change Proposal to enable an EQR to be produced?  If no, please provide further details below. |
| Further details required: | | | | |

Please send the document to the following:

|  |  |
| --- | --- |
| ***Recipient*** | ***Email*** |
| Change Management Committee Secretary | dsccomms@gasgovernance.co.uk |

# *Section 7: Evaluation Quotation Report (EQR): Notification of Delivery Date*

|  |  |
| --- | --- |
| Notification of EQR Delivery Date | |
| Original EQR delivery date: |  |
| Revised EQR delivery date: |  |
| Rationale for revision of delivery date: |  |

Please send the document to the following:

|  |  |
| --- | --- |
| ***Recipient*** | ***Email*** |
| Change Management Committee Secretary | dsccomms@gasgovernance.co.uk |

# *Section 8: Evaluation Quotation Report (EQR)*

|  |  |  |  |
| --- | --- | --- | --- |
| Project Manager |  | Contact Number |  |
| Email Address |  |
| Project Lead |  | Contact Number |  |
| Email Address |  |

|  |  |
| --- | --- |
| Please provide an indicative assessment of the impact of the proposed change on:   1. CDSP Service Description 2. CDSP Systems |  |
| Approximate timescale for delivery of ‘business evaluation report’  (N.b this is from the date on which the EQR is approved.) |  |
| Estimated cost of business evaluation report preparation  This can be expressed as a range of costs i.e. *‘at least £xx,xxx but probably not more than £xx,xxx’*. |  |
| Does the CDSP agree with the ‘Restricted class change’ assessment (where provided)?  Please refer to detail provided in the Change Proposal | Yes  No (please give detail below) |
| Does the CDSP agree with the ‘Adverse Impact’ assessment (where provided)?  Please refer to detail provided in the Change Proposal | Yes  No (please give detail below) |
| Does the CDSP agree with the ‘Priority Service Change’ assessment (where provided)?  Please refer to detail provided in the Change Proposal | Yes  No (please give detail below) |
| **General service changes** | |
| Does the CDSP agree with the assessment made in the Change Proposal regarding impacted service areas?  This should refer to whether the proposing party considers the service change to relate to an existing service area or whether is constitutes a new service area. | Yes  No (please give detail below) |
|  |
| **Specific service changes** | |
| Does the CDSP agree with the proposal made in the Change Proposal regarding specific change charges?  This should refer to the proposed methodology (or amendment to existing methodology) for determining the specific service charges and the proposed basis for determining the specific service change charges. | Yes  No (please give detail below) |
| Please provide a draft amendment of the Specific Service Change Charge Annex setting out the methodology for determining Specific Service Change Charges proposed in the Change Proposal |  |
| EQR validity period: |  |

Please send the document to the following:

|  |  |
| --- | --- |
| ***Recipient*** | ***Email*** |
| Change Management Committee Secretary | dsccomms@gasgovernance.co.uk |

# *Section 9: Evaluation Quotation Report: Committee Outcome*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| The EQR is approved |  | | | |
| Approved EQR version |  | | | |
| The Change Proposal shall not proceed. The Change Proposal and this EQR shall lapse |  | | | |
| The committee votes to postpone its decision on the EQR until a later meeting |  | | Date of later meeting |  |
| The committee requires updates to the EQR: |  | | | |
| Updates required: |  | | | |
| **General service changes only**  (The detail upon which the response will be based is originally defined in the change proposal and potentially commented upon in the subsequent EQR) | | | | |
| 1. Does the committee agree with the assessment of the service area(s) to which the service line belongs and the weighting of the impact? | | Yes  No | | |
| 1. If no, please enter the agreed service area(s) and the weighting: | |  | | |
| **Specific service changes only**  (The detail upon which the response will be based is originally defined in the Change Proposal and potentially commented upon in the subsequent EQR) | | | | |
| 1. Please confirm the methodology for the determination of Specific Service Change charges | |  | | |
| 1. Please confirm the charging measure and charging period for the determination of Specific Service Change charges | |  | | |

# *Section 10: Business Evaluation Report (BER)*

|  |
| --- |
| **Change Implementation Detail** |
| 1.) Detail changes required to the CDSP Service Description |
|  |
| 2.) Detail modifications required to UK Link |
|  |
| 3.) Detail changes required to appendix 5b of the UK Link Manual |
|  |
| 4.) Detail impact on operating procedures and resources of the CDSP |
|  |
| 5.) Implementation Plan |
|  |
| 6.) Estimated implementation costs |
|  |
| 6a.) How will the charging for the costs be allocated to different customer classes?  (General Service Changes only) |
| Please mark % against each customer class:   |  |  | | --- | --- | |  | National Grid Transmission | |  | Distribution Network Operators and IGT’s | |  | DN Operator | |  | IGT’s | |  | Shippers | | 100% |  | |
| 7.) Estimated impact of the service change on service charges |
|  |
| 8.) Please detail any pre-requisite activities that must be completed by the customer prior to receiving or being able to request the service. |
|  |
| ***Implementation Options*** |
| Please provide details on any alternative solution/implementation options:  This should include:  (i) a description of each Implementation Option;  (ii) the advantages and disadvantages of each option  (iii) the CDSP preferred Implementation Option |
|  |
| Restricted Class Changes only  Is there any change in the view of the CDSP on whether there would be an ‘Adverse Impact’ on customers outside the relevant customer class(es)? |
| Yes (please give detail below)  No |
| Dependencies: |
|  |
| Constraints: |
|  |
| Benefits: |
|  |
| Impacts: |
|  |
| Risks: |
|  |
| Assumptions: |
|  |
| Information Security: |
|  |
| Out of scope: |
|  |
| Please provide any additional information relevant to the proposed service change: |
|  |

Please send the document to the following:

|  |  |
| --- | --- |
| ***Recipient*** | ***Email*** |
| Change Management Committee Secretary | dsccomms@gasgovernance.co.uk |

# *Section 11: Business Evaluation Report: Committee Outcome*

|  |  |  |  |
| --- | --- | --- | --- |
| The BER is approved and the change can proceed |  | | |
| ***Modification Changes Only***  Please ensure that the Transporters are formally informed of the Target Implementation Date | | | |
| Approved BER version |  | | |
| The change proposal shall not proceed and the BER shall lapse |  | | |
| The committee votes to postpone its decision on the BER until a later meeting |  | Date of later meeting |  |
| The committee requires updates to the BER: |  | | |
| Updates required: | | | |

# *Section 12: Change Completion Report (CCR)*

|  |  |  |  |
| --- | --- | --- | --- |
| Change Overview | | | |
| Please include detail on the following for the chosen implementation option: modifications to UKLink, impact on operating procedures and resources of the CDSP.  Actions required of the customer prior to the commencement date | | | |
| Please detail any differences between the solution that was implemented and what was defined in the BER. | | | |
|  | | | |
| Detail the revised text of the CDSP Service Description reflecting the change that has been made | | | |
|  | | | |
| Were there any revisions to the text of the UK Link Manual? | | | |
| Yes (please insert the revised text of the UK Link manual below)  No | | | |
| Proposed Commencement Date |  | Actual  Commencement Date |  |
| Please provide an explanation of any variance | | | |
| Please detail the main lessons learned from the project | | | |
|  | | | |

|  |
| --- |
| Service change costs |
| |  |  |  |  | | --- | --- | --- | --- | | Approved Costs (£) |  | Actual Costs (£) |  |   Reasons for variance between approved and actual costs: |

Please send the document to the following:

|  |  |
| --- | --- |
| ***Recipient*** | ***Email*** |
| Change Management Committee Secretary | enquiries@gasgovernance.co.uk |

# *Section 13: Change Completion Report: Committee Outcome*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| The implementation is complete and the CCR is approved |  | | | |
| Approved CCR version |  | | | |
| The committee votes to postpone its decision on the CCR until a later meeting |  | | Date of later meeting: |  |
| The committee requires further information |  | | | |
| Further information required: | | | | |
| The committee considers that the implementation is not complete |  | | | |
| Further action(s) required: | | | | |
| The proposed changes to the CDSP Service Description or UK Link Manual are not correct | |  | | |
| Amendments to CDSP service description / UKLink manual required: | | | | |

# *Section 14: Document Template Version History*

The purpose of this section is to keep a record of the changes to the overall version template and the individual sections within. It will be updated by the CDSP following approval of the template update by the Change Management Committee.

**Version History:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Version** | **Status** | **Date** | **Author(s)** | **Summary of Changes** |
| 1.0 | Approved |  | CDSP | Version Approved by Change Committee |
|  |  |  |  |  |

**--- END OF DOCUMENT ---**

# *Appendix One: Glossary*

|  |  |
| --- | --- |
| **Term** | **Definition** |
| Adverse Impact | A Service Change has or would have an Adverse Impact on Customers of a particular Customer Class if:  (a) Implementing the Service Change would involve a modification of UK Link which would conflict with the provision of existing Services for which such Customer Class is a Relevant Customer Class;  (b) the Service Change would involve the CDSP disclosing Confidential Information relating to such Customers to Customers of another Customer Class or to Third Parties;  (c) Implementing the Service Change would conflict to a material extent with the Implementation of another Service Change (for which such Customer Class is a Relevant Customer Class) with an earlier Proposal Date and which remains Current, unless the Service Change is a Priority Service Change which (under the Priority Principles) takes priority over the other Proposed Service Change; or  (d) Implementing the Service Change would have an Adverse Interface Impact for such Customers. |
| General Service | A service provided under the DSC to Customers or Customers of a Customer Class on a uniform basis. |
| Non-Priority Service Change | A Service Change which is not a Priority Service Change |
| Priority Service Change | A Modification Service Change;  or  A Service Change in respect of a Service which allows or facilitates compliance by a Customer or Customers with Law or with any document designated for the purposes of Section 173 of the Energy Act 2004 (including any such Law or document or change thereto which has been announced but not yet made). |
| Relevant Customer class | A Customer Class is a **Relevant Customer Class** in relation to a Service or a Service Change where Service Charges made or to be made in respect of such Service, or the Service subject to such Service Change, are or will be payable by Customers of that Customer Class |
| Restricted Class Change | Where, in relation to a Service Change, not all Customer Classes are Relevant Customer Classes, the Service Change is a **Restricted Class Change**; |
| Service Change | A change to a Service provided under the DSC (not being an Additional Service), including:  (i) the addition of a new Service or removal of an existing Service; and  (ii) in the case of an existing Service, a change in any feature of the Service specified in the CDSP Service Description,  and any related change to the CDSP Service Description |
| Specific Service | A service (other than Additional Services) available under the DSC to all Customer or Customers of a Customer Class but provided to a particular Customer only upon the order of the Customer. |