

**DSC Change Proposal**

**Change Reference Number: XRN(Portfolio Office will add)**

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|  | |
| **Change Title** |  |
| **Date Raised** |  |
| **Sponsor Organisation** |  |
| **Sponsor Name** |  |
| **Sponsor Contact Details** |  |
| **CDSP Contact Name** |  |
| **CDSP Contact Details** |  |
| **Change Status** | Proposal / With DSG / Out for Consultation / Voting / Approved or Rejected |
| **Section 1: Impacted Parties** | |
| **Customer Class(es)** | ☐ Shipper  ☐ National Grid Transmission  ☐ Distribution Network Operator  ☐ iGT |
| **Section 2: Proposed Change Solution / Final (redlined) Change** | |
|  | |
| **Proposed Release** | **RX / DD/MM/YYYY** |
| **Proposed IA Period** | **10WD / 30WD / XXWD** |
| **Section 3: Benefits and Justification** | |
| Including rationale for change or justification for Release X | |
| **Section 4: Delivery Sub-Group (DSG) Recommendations** | |
|  | |
| **DSG Recommendation** | Approve / Reject / Defer |
| **DSG Recommended Release** | Release X: Feb / Jun / Nov XX or Adhoc DD/MM/YYYY |
| **Section 5: DSC Consultation** | |
| **Issued** | Yes / No |
| **Date(s) Issued** |  |
| **Comms Ref(s)** |  |
| **Number of Responses** |  |
| **Section 6: Funding** | |
| **Funding Classes** | ☐ Shipper XX% = £XXXX.XX  ☐ National Grid Transmission XX% = £XXXX.XX  ☐ Distribution Network Operator XX% = £XXXX.XX  ☐ iGT XX% = £XXXX.XX  TOTAL = £XXXX.XX |
| **Service Line(s)** |  |
| **ROM or funding details** |  |
| **Funding Comments** |  |
| **Section 7: DSC Voting Outcome** | |
| **Solution Voting** | ☐ Shipper Approve / Reject / NA / Abstain  ☐ National Grid Transmission Approve / Reject / NA / Abstain  ☐ Distribution Network Operator Approve / Reject / NA / Abstain  ☐ iGT Approve / Reject / NA / Abstain |
| **Meeting Date** | XX/XX/XXXX |
| **Release Date** | Release X: Feb / Jun / Nov XX or Adhoc DD/MM/YYYY or NA |
| **Overall Outcome** | Approved for Release X / Rejected |

**Please send the completed forms to:** [**.box.xoserve.portfoliooffice@xoserve.com**](mailto:.box.xoserve.portfoliooffice@xoserve.com)

**Document Control**

**Details**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Title** | **Version** | **Owner** | **Review Frequency** | **Next Review Date** |
| XRN Template |  | Emma Smith |  |  |

**Version History**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Version** | **Status** | **Date** | **Author(s)** | **Summary of Changes** |
| 1 | Draft | 29/03/18 |  |  |
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**Reviewers**

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| --- | --- | --- | --- | --- |
| **Version** | **Name** | **Role** | **Business Area** | **Date** |
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**Approvers**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Version** | **Name** | **Role** | **Business Area** | **Date** |
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