

## Balancing and Settlement Code

Trading ~~Queries and Trading~~ Disputes

BSCP11

Version 9.0~~Version 9.0~~

Date: 26 June 2008~~26 June 2008~~

**BSC PROCEDURE BSCP11****relating to****Trading ~~Queries and Trading~~ Disputes**

1. Reference is made to the Balancing and Settlement Code and, in particular, to the definition of “BSC Procedure” in Section X, Annex X-1 thereof.
2. This is BSC Procedure 11 Version 9.0 relating to Trading ~~Queries and Trading~~ Disputes.
3. This BSC Procedure is effective from 26 June 2008.
4. This BSC Procedure has been approved by the Panel.

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**AMENDMENT RECORD**

Version	Date	Description of Changes	Changes Included	Mods/ Panel/ Committee Refs
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9.0	26/06/08	June 08 Release	CP1176 (part)  CP1223	ISG68/02 SVG67/02  SVG84/02 ISG84/01 TDC109/01 PAB84/11

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## 1 Introduction

### 1.1 Purpose and Scope of the Procedure

This BSC Procedure (BSCP) deals with the raising, resolution and rectification of all Trading ~~Queries and Trading~~ Disputes, in accordance with Section W of the Balancing and Settlement Code (the Code). Where practicable, before invoking this procedure, all affected Parties are expected to use all reasonable endeavours to resolve any queries via internal investigation, involving their own Agents or BSC Agents where appropriate, in accordance with the provisions of the Code<sup>1</sup>.

Where errors are identified in Credit Cover or a Party's Credit Default status, this procedure, in association with the specific rules contained in Section M of the Code, will apply.

This BSC Procedure does not cover the Change of Supplier or Registration process or any other disputes resolved under the Master Registration Agreement (MRA) which do not impact on Settlement Data.

Subject to any arbitration proceedings, all Trading ~~Queries and Trading~~ Disputes shall be raised and dealt with in accordance with Section W of the Code and this BSC Procedure. No Party may refer a Trading Dispute to arbitration unless the Trading Dispute ~~(or Trading Query to which it relates)~~ has been raised, dealt with and decided in accordance with provisions of Section W of the Code and this BSC Procedure.

### 1.2 Main Users of Procedure and their Responsibilities

This BSCP should be used by:

**BSC Parties (including the BSCCo)** to raise ~~Trading Queries~~ and ~~where appropriate it sets out the procedure for~~ resolving Trading Disputes;

**Trading Disputes Committee** to determine matters relating to ~~Trading Queries and~~ Trading Disputes;

**Disputes Secretary (DS)** to:

- (a) Administer the process detailed in this BSC Procedure;
- (b) Facilitate the processing of Trading ~~Queries~~ Disputes and escalation of Trading Disputes to the TDC;
- (c) Act as secretary to the TDC;
- (d) Maintain a register of precedents established by the TDC; and
- (e) Maintain an interface with the MRA disputes process, receiving summary details of all queries that may impact upon Settlement data;

<sup>1</sup> Section U of the Code sets out the circumstances in which a BSC Agent may correct a ~~S~~ettlement ~~E~~rror without the application of the processes in Section W relating to ~~Trading Queries and~~ Trading Disputes.

All Parties (including the BSCCo and its Agents, BSC Parties and their Agents, the Transmission Company (TC) and Distribution System Operators) to assist in the resolution of Trading ~~Queries and Trading~~ Disputes and to effect the rectification of such Trading ~~Queries and Trading~~ Disputes in the next available Settlement or Reconciliation Run or Extra-Settlement Determination if appropriate.

### 1.3 Data Retention Requirements for use in Settlement Runs and Extra-Settlement Determinations

BSC Parties and BSC Agents are required by the Section U of the Code to retain Settlement data to support the resolution of Trading ~~Queries and Trading~~ Disputes:

- a. up to at least 28 months after the relevant Settlement Day for use in a form in which the data can be requested and used in the carrying out of a Settlement Run or Volume Allocation Run; and
- b. thereafter, until 40 months after the relevant Settlement Day in a form that may be retrieved, if requested, within 10 Working Days, for use in an Extra-Settlement Determination.

In addition, if requested by the Panel, BSC Parties and BSC Agents will be required to retain Settlement data beyond 40 months to support an Extra-Settlement Determination.

### 1.4 Information required on a BSCP11/01 Trading ~~Query-Dispute~~ Form

A Trading ~~Query-Dispute~~ will not be accepted or processed by the Disputes Secretary unless BSCP11/01 form is submitted, complete with the following information:

- Raising Party contact details
- All affected Settlement Periods (and Settlement Days) claimed. Where an end-date is not specified on the form, it will be assumed that the alleged ~~S~~ettlement ~~E~~rror is ongoing
- Which category of ~~Query-Dispute~~ Deadline (as described in paragraph 2.1) is applicable
- Details of the affected site/BM Unit
- The nature of the alleged ~~S~~ettlement ~~E~~rror
- Whether the Trading ~~Query-Dispute~~ is being raised as a 'precautionary' Trading Query

In addition, the BSCP11/01 Trading ~~Query-Dispute~~ Form must be authorised by a Category O authorised person. Please refer to BSCP38 ~~[Housekeeping](or, where relevant, BDTP38)~~ for details on Authorisations.

## 1.5 Balancing and Settlement Code Provision

This BSCP must be read in conjunction with the Code and in particular Section W. This BSCP has been produced in accordance with the provisions of the Code. In the event of an inconsistency between the provisions of this BSCP and the Code, the provisions of the Code shall prevail.

## 1.6 Associated BSC Procedures

The main BSCPs that interface with this BSCP are detailed below. This list is not exhaustive as the investigation and processing of a Trading ~~Query or Trading Dispute~~ may necessitate reference to a range of BSCPs.

BSCP38 Authorisations. ~~[Housekeeping – redundant item](or, where appropriate, BDTP38). Please note references throughout this document to BSCP38 also relate to the associated BDTP38 where appropriate~~

BSCP509 Changes to Market Domain Data

## 2 Timeliness Criteria

### 2.1 ~~Query Dispute~~ Deadline

Subject to section W1.2.6 of the Code, the ~~Query Dispute~~ Deadline in relation to an affected Settlement Period is:

Trading <del>Query Dispute</del> Type	<del>Query Dispute</del> Deadline
General <del>Query Dispute</del> Deadline	20 <sup>th</sup> Working Day following the day on which the relevant Settlement Run was carried out.
Trading <del>Query Dispute</del> relating to SVA Half Hourly data and processes (SVA Half Hourly <del>Query Dispute</del> )	20 <sup>th</sup> Working Day following the day on which the Second Reconciliation Settlement Run (R2) <sup>2</sup> was carried out or, if later, the 20 <sup>th</sup> Working Day following the day on which the relevant Timetabled Reconciliation Settlement Run was carried out.
Trading <del>Query Dispute</del> relating to SVA Non Half Hourly data and processes (SVA Non Half Hourly <del>Query Dispute</del> )	70 <sup>th</sup> Working Day following the carrying out of the Final Reconciliation Run (RF).
Trading <del>Query Dispute</del> concerning data relating to profile coefficient.	3 <sup>rd</sup> Working Day following the Settlement Day in which the affected Settlement Period(s) occurred.
Trading <del>Query Dispute</del> relating to Market Domain Data.	2 <sup>nd</sup> Working Day following the Settlement Day in which the affected

<sup>2</sup> This ~~Query Dispute~~ Deadline will apply to all Trading ~~Queries Disputes~~, relating to SVA Half Hourly Data and processes, raised on or after 02 November 2005 (implementation date of CP1120) regardless of whether such Trading ~~Query Dispute~~ relates to Settlement Periods which occurred prior to this date.



	Settlement Period(s) occurred.
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For the avoidance of doubt, subject to a determination of the Panel or an arbitration body in accordance with section W, the TDC will not consider whether a ~~S~~ettlement ~~E~~rror has occurred in respect of any affected Settlement Period which it does not consider has satisfied the relevant ~~Query-Dispute~~ Deadline.

## 2.2 Exceptional circumstances

Subject to section W1.2.6 of the Code, if, in relation to a particular Trading ~~Query-Dispute~~, the TDC determines that there are exceptional circumstances as a result of which the applicable ~~Query-Dispute~~ Deadline should not apply, it may waive the requirement that the Trading ~~Query-Dispute~~ should be raised within the ~~Trading-Query Dispute~~ Deadline.

Notwithstanding the above, if the TDC determines that there are exceptional circumstances, the Trading ~~Query-Dispute~~ must still be raised no later than 20 months after the relevant Settlement Day in which the affected Settlement Period occurred.

## 3 Acronyms and Definitions

### 3.1 Acronyms

The terms used in this BSCP are defined as follows.

<del>BDTP</del>	<del>BETTA Data Take On Procedure</del>
BSC	Balancing and Settlement Code
BSCCo	Balancing and Settlement Code Company
CDCA	Central Data Collection Agent
CRA	Central Registration Agent
DS	Disputes Secretary <sup>3</sup>
ECVAA	Energy Contract Volume Aggregation Agent
ESD	Extra-Settlement Determination
FAA	Funds Administration Agent
MDD	Market Domain Data
MDDM	Market Domain Data Manager
MRA	Master Registration Agreement
PAB	Performance Assurance Board
SAA	Settlement Administration Agent
SD	Settlement Day
SVAA	Supplier Volume Allocation Agent
TC	Transmission Company

<sup>3</sup> References to the Disputes Secretary shall, where appropriate, include the Disputes Secretary performing duties on behalf of the BSCCo.

TDC Trading Disputes Committee

WD Working Day

### 3.2 Definitions

MRA disputes process - the process established to resolve disputes under the Master Registration Agreement.

'Precautionary' Trading ~~Query-Dispute~~ - a Trading ~~Query-Dispute~~ relating to SVA HH data or processes, raised within the SVA HH ~~Query-Dispute~~ Deadline, which is likely to be capable of resolution outside the Trading ~~Query/Disputes~~ process. 'Precautionary' Trading ~~Queries-Disputes~~ will be logged and placed on hold either until the alleged error is resolved and the Disputes Secretary is notified that it has been resolved (providing such notification is received no later than R3 + 5 WD), or until R3 + 5 WD, following which, the 'precautionary' Trading ~~Query-Dispute~~ will be determined in the normal course as a Trading ~~QueryDispute~~.

Raising Party – a Party who raises a Trading ~~QueryDispute~~.

Relevant Timetabled Reconciliation Settlement Run – the Timetabled Reconciliation Settlement Run in which the ~~S~~ettlement ~~E~~rror first occurred in respect of the affected Settlement Period.

For the purposes of this BSCP, the terms “relevant Settlement Run” and “affected Party” shall have the same meanings given to such terms in Section W of the Code.

All other terms are as defined in the Code.

## 4 Not Used

## 5 Interface and Timetable Information

### 5.1 Trading ~~Query Disputes Resolution~~ Process

REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
5.1.1	As soon as possible, but within the deadlines defined in Section 2.	Identify alleged <del>S</del> ettlement <del>E</del> rror and raise a Trading <del>Query</del> Dispute.	Raising Party (any BSC Party, including BSCCo and the TC)	DS	Completed Form BSCP11/01 containing all the information required in accordance with paragraph 1.4.	Email, fax.
5.1.2	Within 1 WD of 5.1.1.	Acknowledge Trading <del>Query</del> Dispute receipt, validate for authorised signature and issue log number.	DS	Raising Party	Log number; acknowledgement (Form BSCP11/02).	Email, fax.
5.1.3	As soon as possible after 5.1.1 <sup>4</sup> .	Commence investigation <sup>5</sup> . Where necessary, request additional information from the Raising Party or relevant experts including the BSCCo, BSC Agents and/or the TC <sup>6</sup> .  If no additional information is required, proceed to step 5.1.5.	DS	Raising Party, BSCCo, BSC Agents and/or any relevant expert.	Evidence of <del>s</del> ettlement <del>E</del> rror (Form BSCP11/01); Request for Assistance (Form BSCP11/03).	Email, fax.
5.1.4	Within 5 WD of 5.1.3.	Respond to Request for Assistance providing data and/or information as requested by the DS <sup>7</sup> .	Raising Party, BSCCo, BSC Agents and/or any relevant expert.	DS	Information as requested and Form BSCP11/03.	Email, fax.

<sup>4</sup> 'Precautionary' Trading ~~Queries~~Disputes as identified on the BSCP11/01 form, will be put on hold following 5.1.2. The process from 5.1.3 will be initiated either upon notification from the Raising Party that the alleged ~~S~~ettlement ~~e~~rror has been resolved outside of the Trading ~~Query~~Dispute process (where such notification is received prior to R3 +5 WD) or in the absence of such notification after R3 +5 WD. Where the alleged error has been resolved prior to R3 + 5 WD, the Raising Party will be required to submit evidence that the alleged ~~S~~ettlement ~~E~~rror has been corrected. In the event that the error is not resolved outside of the Trading ~~Query~~Dispute process by R3 +5 WD, the Trading ~~Query~~Dispute will be deemed invalid if it was not raised within the relevant ~~Query~~Dispute Deadline.

<sup>5</sup> If investigations determine that the source of the anomaly is the implementation of MDD, where appropriate confirm that the error exists and agree any required changes with SVAA within 2 WD of the Trading ~~Query~~Dispute being raised (the TDC must still agree that the Trading ~~Query~~Dispute has been raised in accordance with the necessary time limits and that a ~~S~~ettlement ~~E~~rror exists). MDD should be re-run as agreed in accordance with BSCP509 and all Market Participants should be informed.

<sup>6</sup> The Disputes Secretary may issue as many Requests for Assistance as necessary to gather all information required for analysis of the Trading ~~Query~~Dispute.

<sup>7</sup> Persistent failure to respond to Requests for Assistance will result in the Disputes Secretary reporting the offending Party to the Performance Assurance Board.

REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
5.1.5	When all relevant information is received.	<p>Collate all evidence of <del>S</del>ettlement <del>E</del>rror and results of analysis (where applicable).</p> <p><del>Decide whether to validate the Trading Query Dispute or escalate it to a Trading Dispute to be referred to the TDC for validation in accordance with section W of the Code.</del></p> <p><del>Where the BSCCo decides to validate the Trading Query Dispute refer to 5.1.6.</del></p> <p><del>Where the BSCCo decides that the Trading Dispute is invalid escalates the Trading Query to a Trading Dispute and refers it to the TDC for validation, refer to 5.2.1 onwards.</del></p> <p>NOTE: Trading <del>Queries Disputes</del> raised by the BSCCo will <del>be deemed to be Trading Disputes and will</del> be validated by the TDC (in accordance with section W of the Code). Refer to <del>5.2.1.15</del> onwards.</p>	DS		<p>Evidence of <del>S</del>ettlement <del>E</del>rror and supporting information (Form BSCP11/01). Analysis of Trading <del>Query Dispute</del> and supporting information (Form BSCP11/03).</p> <p><del>Trading Query Dispute Report (Form BSCP11/04). Trading Query Dispute Closure/Trading Dispute Raising Form/TDC Determination (Form BSCP11/054)</del></p>	Internal Process
5.1.6	Following 5.1.5.	<p><del>Validate the Trading Dispute.</del></p> <p>In order to validate the Trading <del>Query Dispute</del>, the BSCCo shall consider whether:</p> <p>a) <del>some or</del> all affected Settlement Periods claimed have been raised within the applicable <del>Query Dispute</del> Deadline;</p> <p>b) whether a <del>S</del>ettlement <del>E</del>rror exists; and</p> <p>c) whether the materiality of the Trading <del>Query Dispute</del> is greater than £500.</p>	DS		<p>Evidence of <del>S</del>ettlement <del>E</del>rror and supporting information (Form BSCP11/01). Analysis of Trading <del>Query Dispute</del> and supporting information (Form BSCP11/03).</p>	Internal Process

REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
5.1.7	Following 5.1.6.	Report findings based on the assessment of the Trading <del>Query-Dispute</del> against 5.1.6 a), b) and c) to Raising Party and all affected Parties.	DS	Raising Party, all affected Parties	<del>Trading Query Report</del> <del>BSCCo</del> <del>Findings Form</del> (Form BSCP11/04)	Email, fax.

REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
5.1.8	Within 10 WD following 5.1.7	<p><u>If BSCCo is not satisfied as to any of the matters in -5.1.6 a), b) or c) in relation to affected Settlement Periods then the Trading Dispute shall lapse in relation to those affected Settlement Periods provided that BSCCo has:</u></p> <p><u>(i) notified the Raising Party and -each affected Party and no such Parties have notified their objection to the BSCCo's findings within 14 days; and</u></p> <p><u>(ii) published its findings on the BSC Website and no Party has notified BSCCo within 14 days of publication that it considers that it is an affected Party but did not receive notice of the findings-</u></p> <p><u>Raising Party and each affected Party may notify its objection to the BSCCo's findings in relation to 5.1.6 a), and/or b), and/or c) *:</u></p> <p>NOTE: where no objections to the BSCCo's findings are received within the prescribed timescales, the findings will be deemed accepted.</p> <p>Where objections to the BSCCo's findings are received within the prescribed timescales, the Trading <del>Query will be escalated to a Trading</del> Dispute <u>will be escalated to the TDC. Refer to 5.1.13 onwards.</u></p>	Raising Party, all affected Parties	DS	<del>BSCCo Findings Form Trading Query Report</del> (Form BSCP11/04)	Email, fax.

\* ~~Where an affected Party feels that urgent resolution is required, an ESD may be requested using Extra Settlement Determination Request (BSCP11/06).~~

REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
5.1.9	Upon receipt of BSCP11/04 from Raising Party and/or an affected Party or following 5.1.8.	<del>Where no objections have been received, Where the Trading Dispute is not satisfied as to any of the matters in 5.1.6 a),b) or c) and no objections have been received in accordance with 5.1.8-the Trading Dispute (in relation to the relevant affected Settlement Periods) shall lapse and BSCCo shall close the Dispute. Refer to 5.1.10.</del>  Where <u>BSCCo</u> is notified of any objections to <u>its</u> findings in accordance with 5.1.8 <del>the BSCCo's findings, acknowledge objections (where applicable) and BSCCo shall</del> inform Raising Party and all affected Parties that <del>the a</del> Trading Dispute has been escalated to the TDC, <del>is deemed to have been raised.</del> Refer to 5.1.12-1 onwards.	DS	Raising Party, All affected Parties	<del>Trading Query Dispute Closure/Trading Dispute Raising Form/TDC Determination (Form BSCP11/054) BSCCo Findings Form (BSCP11/04), details of all objections</del>	Email/fax.
<u>5.1.10</u>	<u>Within 5WD following 5.1.9 (where no objections to the BSCCo's findings have been received)</u>	<u>Confirm the Trading Dispute has been closed by completing BSCCo Trading Dispute Closure Form (BSCP11/05). Distribute BSCP11/05 to Raising Party and all affected Parties.</u>	<u>DS</u>	<u>Raising Party, All affected Parties</u>	<u>BSCCo Trading Dispute Closure Form (BSCP11/05)</u>	<u>Email/fax.</u>
<u>5.1.11</u>	<u>At the next meeting of the TDC.</u>	<u>Communicate BSCCo's decision to the TDC</u>	<u>DS</u>	<u>TDC</u>	<u>Confidential details of Trading Dispute and reasons for the Trading Dispute closure.</u>	<u>At meeting via confidential closure log.</u>
<u>5.1.12</u>	<u>Within 5WD of the TDC meeting</u>	<u>Communicate details of the Trading Dispute closure to all BSC Parties</u>	<u>DS</u>	<u>Parties, Party Agents and BSC Auditor</u>	<u>Non-confidential details of Trading Dispute including reason for the Trading Dispute closure.</u>	<u>BSC website via TDC Register of Determination.</u>

REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
5.1.13 <del>9</del>	Following 5.1.9 (where the BSCCo considers the Trading <del>Query-Dispute</del> valid <del>and no or an</del> objections <del>to the BSCCo's findings</del> have been received) at next practicable meeting of the TDC <sup>9</sup> .	<p><del>Present the BSCCo's findings relating to 5.1.6 a) and b) and who the affected Parties are believed to be to the TDC.</del></p> <p>Where the Trading <del>Query-Dispute</del> was considered <del>to be</del> valid by the BSCCo against 5.1.6 a), b) and c) <del>and no objections from affected Parties were received, BSCCo shall prepare and submit a report of its findings and any relevant supporting information in relation to the Trading Dispute to collate information and prepare to submit Trading Dispute to TDC for consideration at the next practicable TDC meeting, seek authorisation from the TDC that the BSCCo may instruct correction of the settlement error.</del></p> <p><del>Present the BSCCo's findings relating to 5.1.6 a), b) and c).</del></p> <p><del>Where the Trading Query was considered invalid by the BSCCo and no objections from affected Parties were received, seek authorisation from the TDC to close the Trading Query.</del></p>	DS	TDC	Evidence of <del>S</del> ettlement <del>E</del> rror and supporting information.	At meeting via confidential TDC Paper.

<sup>9</sup> For Profile Coefficient Trading Queries, the Trading Query must be presented to the TDC within 6 WD of the affected Settlement Day.



REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
5.1.11	At TDC meeting.	<p>If the TDC:</p> <p>i) <del>disagrees with the BSCCo's determination of who the affected Parties are a Trading Dispute is deemed to be raised. Refer to 5.2.1 after carrying out steps 5.1.12 and 5.1.13.</del></p> <p>ii) <del>subject to i), agrees with the BSCCo's findings that the Trading Query is valid against 5.1.6 a) and b), proceed to 5.4 (where it is deemed appropriate that the settlement error is corrected in the next Settlement Run. If it is not, the TDC must determine an alternative method of rectification. In this case, please refer to Appendix 6.11 and section 5.6, instead of 5.4) after carrying out steps 5.1.12 and 5.1.13.</del></p> <p>iii) <del>subject to i), agrees with the BSCCo's findings that the Trading Query is invalid against 5.1.6 a) and/or b), close the Trading Query. End process after carrying out steps 5.1.12 and 5.1.13.</del></p> <p>iv) <del>subject to i), disagrees with some or all of the BSCCo's findings, in relation to 5.1.6 a) and/or b), a Trading Dispute is deemed to be raised in respect of those parts of the BSCCo's findings with which the TDC disagrees. Notify the TDC's determination in accordance with 5.1.12 and 5.1.13 and proceed to section 5.4 in respect of those parts of the BSCCo's findings with which the TDC agrees. Refer to section 5.2 in respect of the parts of BSCCo's findings with which the TDC disagrees.</del></p>	DS		<p>TDC Decision</p> <p>Trading Query Closure/Trading Dispute Raising Form/TDC Determination (Form BSCP11/054)</p>	Internal

REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
		<del>A Party may refer such determination to the Panel in accordance with Section W of the Code.</del> <del>Note: Where the TDC disagrees with all the BSCCo's findings, the TDC may defer its determination until after a Trading Dispute is raised.</del>				
<del>5.1.12</del>	<del>Within 5 WD of the TDC meeting at which the Trading Query was presented.</del>	<del>Notify the TDC's findings to the Raising Party, all affected Parties and relevant BSC Agents.</del>	<del>DS</del>	<del>Raising Party, all affected Parties and relevant BSC Agents.</del>	<del>Trading Query Closure/Trading Dispute Raising Form/TDC Determination (Form BSCP11/05)</del>	<del>Email, fax.</del>
<del>5.1.13</del>	<del>At same time as 5.1.12.</del>	<del>Communicate TDC decision to all BSC Parties, cc: Party Agents and BSC Auditor.</del>	<del>DS</del>	<del>Parties, Party Agents and BSC Auditor</del>	<del>Non-confidential details of Trading Query.</del>	<del>Email</del>

~~5.2~~ Trading Disputes Process

REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
5.2.1	<del>Following 5.1.5, 5.1.9 or 5.1.11.</del>	<del>Commence investigation to identify whether further information is required. If so, request additional information from the Raising Party or from relevant experts including the BSCCo, BSC Agents and/or the TC<sup>6</sup>.</del>  <del>If no additional information is required, proceed to step 5.2.3.</del>	<del>DS</del>	<del>Raising Party, BSCCo, BSC Agents and/or any relevant expert.</del>	<del>Evidence of settlement error (Form BSCP11/01); Request for Assistance (Form BSCP11/03 Form)</del>	<del>Email, fax.</del>
5.2.2	<del>Within 5 WD of 5.2.1.</del>	<del>Respond to Request for Assistance providing data and/or information as requested by the DS<sup>7</sup>.</del>	<del>Raising Party, BSCCo, BSC Agents and/or any relevant expert.</del>	<del>DS</del>	<del>Information as requested and Form BSCP11/03.</del>	<del>Email, fax.</del>
5.2.3	<del>Upon receipt of all information required.</del>	<del>Collate information and prepare to submit Trading Dispute to TDC for consideration at the next practicable TDC meeting.</del>	<del>DS</del>		<del>All relevant data, forms and evidence of settlement error.</del>	<del>Internal process</del>

REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
5.12.4 <u>14</u>	Following 5.2.31.9 at next practicable meeting of the TDC.	<p>TDC considers whether the Trading Dispute was <del>initially raised as a Trading Query</del> in accordance with the applicable <del>Query Dispute</del> Deadline (or whether it should exercise its discretion under section W of the Code). In relation to those affected Settlement Periods (if any) for which it determined that the Trading <del>Query Dispute</del> was raised by the applicable <del>Dispute Query</del> Deadline, or exercised its discretion in accordance with section W of the Code, consider whether a <del>S</del>settlement <del>E</del>error occurred.</p> <p>If the TDC considers that some or all of the affected Settlement Periods were raised within applicable timescales (or, where appropriate, that discretion should be applied), then in relation to those affected Settlement Periods proceed to <del>5.2.55.1.15</del>.</p> <p>If the TDC considers that some or all of the affected Settlement Periods in the Trading <del>Query Dispute</del> were not raised in accordance with the applicable <del>Query Dispute</del> Deadline and that the TDC should not exercise its discretion, issue a determination either rejecting those Settlement Periods or the Trading Dispute as applicable and proceed to <del>5.2.65.1.16</del>.</p> <p>Where further information and/or technical assistance is required, the Trading Dispute may be deferred. Refer to section <del>5.45.2</del> and proceed to <del>5.2.65.1.16</del>.</p>	TDC		All relevant data, forms and evidence of <del>S</del> settlement <del>E</del> error.	Internal Process

REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
<del>5.21.5</del> <del>1215</del>	At TDC meeting.	<p>If no <del>S</del>ettlement <del>E</del>rror has occurred, reject the Trading Dispute and proceed to <del>5.21.6.16</del></p> <p>If a <del>S</del>ettlement <del>E</del>rror has occurred uphold the Trading Dispute (for all or part of the affected Settlement Periods as appropriate) and, if the materiality of the Trading Dispute exceeds £500, determine a means of rectification (in accordance with Appendix 6.10) and proceed to <del>5.2.61.16</del>.</p> <p>Where further information and/or technical assistance is required, the Trading Dispute may be deferred. Refer to Section <del>5.42</del> and proceed to <del>5.2.61.16</del>.</p> <p>A Party may refer the matter to the Panel in accordance with section W of the Code.</p>	TDC		All relevant data, forms and evidence of <del>S</del> ettlement <del>E</del> rror.	Internal process
<del>5.5.21.616</del>	Within 5 WD of TDC meeting.	Complete TDC Finding Form /Deferral Form <sup>10</sup> (including TDC Chair signature) and distribute to Raising Party, affected Parties and relevant BSC Agents.	DS	Raising Party <del>s</del> , affected Parties and relevant BSC Agents.	TDC Trading Disputes Findings (Form BSCP11/07) <sup>11</sup> /Deferral Form (Form BSCP11/08).	Email, fax.
<del>5.21.7</del> <del>17</del>	At same time as <del>5.2.61.16</del> .	Communicate TDC decision to all BSC Parties.	DS	Parties, Party Agents and BSC Auditor	Non-confidential details of Trading Dispute.	Email

<sup>10</sup> Where appropriate, the Finding Form should include instructions for rectification. If it is envisaged that Deferral will result in a need for data to be retained beyond the 40 month cut-off, this should be noted on the Deferral form.

<sup>11</sup> Where rectification of the Trading Dispute requires corrective action by a Raising Party's agent(s), it should be specified on the BSCP11/07 Trading Disputes Findings that the Raising Party should instruct its agent(s) to make the amendments required.

**5.32 Deferral of Trading Dispute**

REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
5.32.1	Within 1 WD of 5.21.616.	Request additional information <sup>666</sup> as required by the TDC to aid clarification of the Trading Dispute.  If it is envisaged that Deferral will result in a need for data to be retained beyond the 40 month cut-off, this should be noted on the Request for Assistance Form.	DS	Raising Party, BSCCo, BSC Agents and/or any relevant expert.	Request for Assistance with any additional information that may assist in identification of the error. (Form BSCP11/03).	Email, fax.
5.32.2	Within 5 WD of 5.23.1.	Respond to Request for Assistance with evidence.	Raising Party, BSCCo, BSC Agents and/or any relevant expert.	DS.	Additional information as requested by the DS.	Email, fax.
5.23.3	Upon receipt of all additional information required.	Collate information and prepare to submit Trading Dispute to TDC for consideration at the next practicable TDC meeting.  Refer to steps 5.21.414 onwards for details on all considerations by the TDC subsequent to the submission of additional evidence	DS		All relevant data, forms and evidence of <del>S</del> ettlement <del>E</del> rror.	Internal process

**5.43 Correction of Errors in the next scheduled Settlement Run**

REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
5.43.1	Following TDC determination that a Trading <del>Query/Trading</del> Dispute should be corrected in the next practicable Settlement Run.	Instruct the relevant BSC Agent to adjust settlement in the next practicable Settlement Run, as authorised by the TDC <sup>12</sup> .  (Where corrective action by a Party Agent is required for rectification of the error, instruction should be issued by the DS via the relevant Party).	DS	Relevant BSC Agent (or Party where applicable)	Details of changes as authorised by TDC.	Email, fax.
5.43.2	As appropriate following 5.43.1	Confirm that corrective action authorised by the TDC has been implemented and is available for use in the next Settlement Run <sup>13</sup> .  (Where corrective action has been implemented by a Party Agent, confirmation that the corrective action is complete should be given to the DS via the relevant Party).	Relevant BSC Agent (or Party where applicable)	DS		Email, fax.

<sup>12</sup> For Profile Coefficient Trading Queries, if the TDC determines that the Profile Coefficient should be recalculated, this instruction must be given by 10:00 on Settlement Day plus 7 WD. All other instructions must be issued at least 15 WD before the next scheduled Settlement Run, unless a shorter period is agreed with the relevant BSC Agent.

<sup>13</sup> Each BSCCo Agent and each Party shall take or procure its agent to take such steps as are necessary to give effect to a determination of the TDC.

**5.54 Performing a Post-Final Settlement Run**

REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
5.54.1	Following TDC's determination and its recommendation under <del>5.2.51.15</del> (in accordance with Appendix 6.10) to rectify a Trading Dispute in the Post-Final Settlement Run.	Determine window within which it is practicable to perform a Post-Final Settlement Run <sup>14</sup> , in association with impacted agents.	DS	Impacted Agents	Settlement Day and Run Type, Agents' schedules.	Email, fax.
5.54.2	At next practicable Panel meeting.	Present TDC recommendation that a Post-Final Settlement Run be carried out <sup>15</sup> .	DS on behalf of TDC	Panel	TDC recommendation to rectify the Trading Dispute in the Post-Final Settlement Run, together with available window within which the Post-Final Settlement Run can be performed.	Panel Paper
5.54.3	Panel meeting.	Consider recommendation of TDC and decide whether or not to authorise Post-Final Settlement Run.	Panel		TDC recommendation.	Internal process
5.54.4	Within 5 WD of the Panel meeting.	Inform Raising Party of Panel decision.	Panel Secretary via DS.	Raising Party.	TDC Trading Disputes Findings (Form BSCP11/07)	Email, fax.
5.54.5	Within 5 WD of the Panel meeting.	If the Panel endorsed the TDC's recommendation, advise all Trading Parties that a Post-Final Settlement Run is to be carried out. <sup>16</sup>	Panel Secretary via DS.	All BSC Agents, BSC Parties and BSC Auditor.	Reason for Post-Final Settlement Run (i.e. non-confidential details of the Trading Dispute) and scheduled run date.	Email

<sup>14</sup> A Post Final Settlement Run must be performed within 28 months of the relevant Settlement Day(s) in accordance with Section U of the Code.

<sup>15</sup> The TDC's presentation to the Panel may also include a recommendation to the Panel, in accordance with Appendix 6.12, that a particular Party or Parties shall bear all or part of the cost incurred through rectification of the Trading Dispute.

<sup>16</sup> If the Panel did not endorse the TDC's decision, advise all Trading Parties that the Dispute will not be rectified.



REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
5. <del>54</del> .6	Within 5 WD of Panel meeting, if decision is to carry out Post-Final Settlement Run.	Schedule data amendments and run dates within window agreed by Panel, in association with impacted Agents. <sup>17</sup>	DS	Relevant agents and relevant Parties <sup>18</sup> .	Details of all replacement data and run dates to be included in Post-Final Settlement Run	Email, fax.
5. <del>54</del> .7	Post-Final Settlement Run schedule day.	Perform Post-Final Settlement Run in accordance with TDC requirements and Panel authorisation.	Relevant agents and relevant Parties			Internal Process
5. <del>54</del> .8	Within 5 WD after the Post-Final Settlement Run schedule day.	Confirm that corrective action authorised by the TDC has been implemented.	Relevant agents and relevant Parties	DS	Confirmation of implementation	Email, fax.

<sup>17</sup> Each BSC Agent and each Party shall take or procure its agent to take such steps as are necessary to give effect to a determination of the Panel following a recommendation of the TDC.

<sup>18</sup> CDCA, SAA, SVAA, FAA and where applicable the CRA, ECVAA, Transmission Company and/or and Interconnector Administrators.

**5.65 Errors rectified outside of Settlement Runs via an Extra-Settlement Determination**

REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
5.65.1	At next practicable Panel meeting following a TDC recommendation under <del>5.2.55.1.15</del> (in accordance with Appendix 6.10) to rectify a Trading Dispute via ESD.	Present TDC recommendation and seek approval to carry out ESD calculation <sup>19</sup> .	DS on behalf of TDC	Panel	TDC recommendations to rectify error outside of Settlement via an ESD.  Where it is envisaged that Parties, Party Agents and BSC Agents will be required to maintain copies of Settlement Data beyond Settlement Day plus 40 months <sup>20</sup> , the TDC will recommend that the Panel informs relevant Parties and Agents of such data retention requirements.	Panel Paper
5.65.2	At Panel meeting.	Consider recommendations of TDC and decide whether or not to perform an ESD calculation. The Panel may ask for further information and postpone its decision where it deems it necessary.	Panel		TDC recommendation.	Internal process
5.65.3	Within 5 WD of Panel meeting at which the Panel makes a decision.	Communicate decision of Panel.  If the Panel does not uphold the TDC's recommendation, it is deemed that the Trading Dispute will not be rectified via an ESD <sup>21</sup> .  If the Panel does uphold the recommendation to perform an ESD calculation, proceed to 5.65.4.	Panel Secretary	TDC; Raising Party; all relevant BSC Parties; relevant BSC Agents and/or TC as appropriate.	Panel's decision to uphold or reject TDC recommendation.	Email, fax.

<sup>19</sup> The TDC's presentation to the Panel may also include a recommendation to the Panel, in accordance with Appendix 6.11, that a particular Party or Parties shall bear all or part of the cost incurred through rectification of the Trading Dispute.

<sup>20</sup> Parties should be given sufficient notification prior to the 40 month deadline to allow suitable arrangements to be put in place for data retention beyond the minimum requirements.

<sup>21</sup> ~~In such instances, unless otherwise stated, the error will be corrected in the next scheduled Settlement Run. Refer to section 5.4.~~

REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
5.65.4	When required, if the Panel has upheld the TDC's recommendation to perform an ESD calculation.	TDC requests data required to perform ESD calculation.	DS on behalf of TDC	Raising Party; other relevant BSC Parties; BSC Agents and/or TC as appropriate.	Data required to perform ESD calculations.	Email, fax.
5.65.5	Within 10 WD of 5.65.4 or such other period as the Panel may agree.	Relevant Parties provide data as requested to enable an Extra-Settlement Determination.	Raising Party, all BSC Parties, relevant BSC Agents and/or TC as appropriate, BSC Auditor	DS.	Data required to perform ESD calculations.	Email, fax.
5.65.6	As soon as practicable after 5.65.5.	Calculate materiality and advise affected Parties <sup>22</sup> .	DS	Relevant Parties		Email, fax.
5.65.7	Within 5 WD of 5.65.6 or such other period as the Panel may approve	Instruct FAA to action Payment Authorisation Form.	DS on behalf of TDC	FAA	Dispute Payment Authorisation Form (Form BSCP11/09) signed by the TDC Chair.	Email, fax.
5.65.8	As required by the Payment Authorisation Form.	Implement the instructions in the Payment Authorisation Form and notify relevant Parties and the DS.	FAA	Relevant Parties and DS.	Advice note and copy of Dispute Payment Authorisation Form (Form BSCP11/09).	Letter, fax.
5.65.9	Within 1 WD of 5.65.8	Confirm that the Payment Authorisation Forms have been actioned.	FAA	DS	Confirmation that the Payment Authorisation Forms have been actioned.	Email.

<sup>22</sup> As defined in section W of the Code.

REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
5.65.1 0	Where the ESD has been performed prior to the Final Reconciliation Run, at least 15 WD prior to the next timetabled Reconciliation Settlement Run being performed	Advise Parties of the unwinding of the Extra-Settlement Determination and the correction of the <del>s</del> Settlement <del>e</del> Error at the next timetabled Reconciliation Settlement Run <sup>23</sup> .	DS	All BSC Parties, BSC Auditor.	Confirmation that the Extra-Settlement Determination will be unwound and the <del>s</del> Settlement <del>e</del> Error corrected in line with the next timetabled Reconciliation Settlement Run.	Email.
5.65.1 1	At least 10 WD prior to the next timetabled Reconciliation Settlement Run	Instruct the FAA to action the second Payment Authorisation Form.	DS on behalf of TDC	FAA	Trading Dispute Payment Authorisation Form (Form BSCP11/09) signed by the TDC Chairman.	Email, fax.
5.65.1 2	As required by the Payment Authorisation Form.	Implement the instructions in the Payment Authorisation Form and notify relevant Parties and the DS.	FAA	Relevant Parties and DS.	Advice note and copy of Trading Dispute Payment Authorisation Form (Form BSCP11/09).	Letter, fax.
5.65.1 3	Within 1 WD of 5.65.12	Confirm that the Payment Authorisation Forms have been actioned.	FAA	DS	Confirmation that the Payment Authorisation Forms have been actioned.	Email.

<sup>23</sup> Where an ESD is performed prior to the next Timetabled Reconciliation Settlement Run, all payments must be reversed (ie. the ESD unwound) on or as near as practicable to the Payment Date in respect of the Timetabled Reconciliation Settlement Run, in which the ~~s~~Settlement ~~e~~Error is corrected. This will be achieved by performing a second ESD, with a second set of payments processed by the FAA. See Appendix 6.11.

## 6 Appendices

The following forms are in this BSCP:

- BSCP11/01 Trading ~~Query-Dispute Form~~Raising Form
- BSCP11/02 Trading ~~Query-Dispute~~ Acknowledgement
- BSCP11/03 Request for Assistance
- BSCP11/04 ~~Trading Query Report~~BSCCo Findings Form
- BSCP11/05 ~~BSCCo Trading Query-Dispute Closure Form /Trading Dispute Raising Form/TDC Determination~~
- BSCP11/06 Extra-Settlement Determination Request
- BSCP11/07 TDC Trading Disputes Findings
- BSCP11/08 TDC Deferral Form
- BSCP11/09 Trading Dispute Payment Authorisation Form

[Housekeeping] For contact details please refer to the BSCCo Website.

**6.1 Trading ~~Query-Dispute~~ Form (BSCP11/01)**

<b>BSCP11/01</b>	<b>Trading <del>Query-Dispute</del> Raising Form</b>	<div style="border: 1px solid black; padding: 2px;">Query/Dispute Number:</div>																				
<i>(Form completed by Raising Party)</i>																						
Trading <del>Query-Dispute</del> Raised By (name): _____ Date Raised: _____/_____/_____																						
Company Name / Party ID / Role: _____																						
Address: _____																						
Telephone: _____ Fax: _____ Email: _____																						
<div style="display: flex; justify-content: space-between;"> <span>Authorised By: _____</span> <span>Signature: _____</span> </div> <div style="display: flex; justify-content: space-between;"> <span></span> <span>Date: _____</span> </div>																						
<p><b>Please complete the following section as appropriate and attach additional comments and evidence of <del>S</del>ettlement <del>E</del>rror.</b></p> <div style="display: flex; justify-content: flex-end; align-items: flex-start;"> <table border="1" style="border-collapse: collapse;"> <tr><td style="padding: 2px 5px;">GMT</td><td style="width: 20px;"></td></tr> <tr><td style="padding: 2px 5px;">BST</td><td></td></tr> </table> </div> <p>Disputed Period:</p> <p>From ____/____/____ Settlement Period: ____ To ____/____/____<sup>24</sup> Settlement Period: ____</p> <p>Applicable <del>Query-Dispute</del> Deadline (Refer to Section 2.1. and delete as appropriate): General <del>Query-Dispute</del> / SVA Half Hourly / SVA Non-half Hourly / Profile Coefficient / MDD</p> <p>MSID / BM Unit / ECVN or MVRN Authorisation ID / Other IDs: _____</p> <p>_____</p> <p>GSP Group ID: _____</p> <p>Site Name: _____</p> <p>Other affected Parties (if known): _____</p> <p>Associated Trading Query number(s): _____</p> <p><u>Is this a 'precautionary' Trading <del>Query-Dispute</del><sup>25</sup>?: YES/NO (Please delete as appropriate)</u></p> <p><u>Party Agent details:</u></p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width: 25%;">Agent</th> <th style="width: 30%;">Role</th> <th style="width: 20%;">Appointment Start Date</th> <th style="width: 25%;">Appointment End Date</th> </tr> </thead> <tbody> <tr><td style="height: 20px;"></td><td></td><td></td><td></td></tr> <tr><td style="height: 20px;"></td><td></td><td></td><td></td></tr> <tr><td style="height: 20px;"></td><td></td><td></td><td></td></tr> </tbody> </table>			GMT		BST		Agent	Role	Appointment Start Date	Appointment End Date												
GMT																						
BST																						
Agent	Role	Appointment Start Date	Appointment End Date																			
<b>Please return completed form to the Disputes Secretary</b>																						

<sup>24</sup> Where no end-date is provided at the time this form is submitted, it will be assumed that the alleged ~~S~~ettlement ~~E~~rror is ongoing. However, where possible, Parties will be required to provide an end-date upon request by the BSCCo. Where no end-date is provided, the TDC may impose an end-date for the purposes of its determination.

<sup>25</sup> See section 3.2 for the definition of a 'precautionary' Trading ~~Query-Dispute~~.

## 6.2 Trading Query Acknowledgement (BSCP11/02)

BSCP11/02

Trading ~~Query~~Dispute Acknowledgement

Query/Dispute Number:

(Form completed by DS)

To: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

TRADING ~~QUERY-DISPUTE~~ DETAILS:

Disputed Period: From \_\_\_\_/\_\_\_\_/\_\_\_\_ Settlement Period \_\_\_\_ To \_\_\_\_/\_\_\_\_/\_\_\_\_ Settlement Period \_\_\_\_

BM Unit / MSID / Other IDs: \_\_\_\_\_

Site name or other identifying information: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\*(delete as appropriate)

Your 'precautionary' Trading ~~Query~~Dispute has been put on hold<sup>26\*</sup>; orYour Trading ~~Query~~Dispute has been allocated to (name)\* \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Fax: \_\_\_\_\_

<sup>26</sup> The 'precautionary' Trading ~~Query~~Dispute you have raised will be put on hold either until the alleged error is resolved and the Disputes Secretary is notified that it has been resolved (providing such notification is received no later than R3 + 5 WD), or until R3 + 5 WD, following which, the 'precautionary' Trading ~~Query~~Dispute will be determined in the normal course as a Trading ~~Query~~Dispute.

**6.3 Request for Assistance (BSCP11/03)**

<b>BSCP11/03</b>	<b>Request for Assistance</b>	<div style="border: 1px solid black; padding: 2px;">Query/Dispute Number</div> <div style="border: 1px solid black; height: 30px; margin-top: 2px;"></div>
<i>(Form completed by DS)</i>		
To: _____ Date: ____/____/____		
Company Name: _____		
Address: _____		
Telephone: _____ Fax: _____		
Email: _____		
<b>TRADING <del>QUERY</del> / DISPUTE DETAILS:</b>		
Disputed Period: From ____/____/____ Settlement Period ____ To ____/____/____ Settlement Period ____		
BM Unit / MSID / ECVN or MVRN Authorisation ID / Other IDs: _____		
Site name: _____		
Description of <del>Trading Query</del> / Trading Dispute / assistance required:		
Number of pages attached: _____ Respond By Date: ____/____/____		
<i>(Section to be completed by Recipient)</i>		
Response: _____		
Contact Name of Respondent: _____		
Telephone/Fax Number/Email: _____		
Response Received Date: ____/____/____ <i>(Completed by DS)</i>		



**6.4 Trading Query Report BSCCo Findings Form (BSCP11/04)****BSCP11/04****Trading Query Report  
BSCCo Findings Form**Query/Dispute Number*(Form completed by DS)*

To: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**TRADING ~~QUERY-DISPUTE~~ DETAILS:**

Disputed Period: From \_\_\_\_/\_\_\_\_/\_\_\_\_ Settlement Period \_\_\_\_ To \_\_\_\_/\_\_\_\_/\_\_\_\_ Settlement Period \_\_\_\_

Summary of DS Response / Description: *(where appropriate, evidence should be attached)*

Check	Valid? (delete as appropriate)
a) All affected Settlement Periods claimed have been raised within the applicable Trading <del>Query-Dispute</del> Deadline	YES/NO
b) A <del>S</del> ettlement <del>E</del> rror exists	YES/NO
c) The materiality of the Trading <del>Query-Dispute</del> is greater than £500	YES/NO

Delete as appropriate:

- i) The Trading ~~Query-Dispute~~ is considered valid against checks a), b) and c) above. The Trading ~~Query-Dispute~~ will be presented to the TDC for verification that all affected Settlement Periods claimed have been raised within the applicable Trading ~~Query-Dispute~~ Deadline and that a ~~S~~ettlement ~~E~~rror exists. Subject to TDC approval, the BSCCo will instruct rectification of the error.
- ii) The Trading ~~Query-Dispute~~ is considered invalid against one or more of checks a), b) and c) above and has been closed. If objections to this finding are received from the Raising Party or any affected Party within 10 Working Days of receipt of this form, it will be ~~deemed that a Trading Dispute has been raised~~ escalated to and determined by the TDC.
- iii) The BSCCo has not validated the Trading ~~Query-Dispute~~. The matter has been escalated to a Trading Dispute and shall be determined by the TDC.

Contact Name: \_\_\_\_\_ Signature: \_\_\_\_\_

*(Section to be completed by the Recipient only if the Recipient objects to the BSCCo's findings. Details of the Recipient's objections should be provided and attached to the form)*I acknowledge receipt of the above analysis and confirm that the undersigned objects to one or more of the BSCCo's findings. The undersigned acknowledges that a Trading Dispute in respect of the relevant matters will be referred to the TDC for determination ~~deemed to be raised~~.

Signed on behalf of:

Company: \_\_\_\_\_ Name: \_\_\_\_\_

Authorised Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Please return completed form to Disputes Secretary

## 6.5 ~~BSCCo Trading Query Dispute Closure Form/Trading Dispute Raising Form/TDC Determination~~ (BSCP11/05)

BSCP11/05 Page 1 of 2	<b><del>BSCCo Trading Query Dispute Closure Form</del> <del>/Trading Dispute</del> <del>Raising Form/TDC Determination</del></b>	Query/Dispute Number  
--------------------------	--	------------------------------

(Form completed by DS)

To: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Company Name / ID / Role: \_\_\_\_\_

Fax/email: \_\_\_\_\_

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(Completed by DS) Delete as appropriate:

You have received notice of the BSCCo's findings in respect of Trading ~~Query-Dispute~~ [ ]. You are hereby put on notice of the following matters:

**~~a) — Rejection Closure of Trading Query Dispute by BSCCo~~**

i) The BSCCo is not satisfied that:

- the Trading ~~Query-Dispute~~ (as to all affected Settlement Periods) was raised within the applicable ~~Query-Dispute~~ Deadline; and/or
- a ~~S~~ettlement ~~E~~rror exists; and/or
- the materiality of the Trading ~~Query-Dispute~~ is greater than £500.

ii) No objections to the BSCCo's findings, in respect of the above Trading ~~Query-Dispute~~ have been received in writing.

~~iii) The TDC agrees with the BSCCo's findings and the BSCCo's determination of which Parties are affected Parties.~~

***The Trading ~~Query-Dispute~~ has been closed.***

Details the BSCCo's findings:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**~~b) — Trading Query upheld~~**

i) ~~The BSCCo is satisfied that:~~

- ~~the Trading Query (as to all affected Settlement Periods) was raised within the applicable Query Deadline; and~~
- ~~a ~~S~~ettlement ~~E~~rror exists; and~~

- ~~• the materiality of the Trading Query Dispute is greater than £500.~~
- ~~ii) No objections to the BSCCo's findings, in respect of the above Trading Query Dispute have been received in writing.~~
- ~~iii) The TDC agrees with the BSCCo's findings and the BSCCo's determination of which Parties are affected Parties.~~

~~*The BSCCo shall instruct correction of the settlement error.*~~

DRAFT

BSCP11/05  
Page 2 of 2

**~~BSCCo Trading Query Dispute Closure~~  
~~/Trading Dispute~~  
~~Raising Form/TDC Determination~~**

Query/Dispute Number

**~~e) Trading Query Dispute upheld in part (delete as appropriate)~~**

The TDC determines as follows:

i) ~~The TDC agrees with the BSCCo's findings in relation to [insert Settlement Day(s) and Settlement Period(s)].~~

~~The Trading Query Dispute has been upheld in relation to these [insert Settlement Day(s) and Settlement Period(s)].~~

~~This notice represents a determination of the TDC for the purposes of Section W of the Code in respect of [insert Settlement Day(s) and Settlement Period(s)]. A copy of the TDC's determination and the reasons given by the TDC are attached.~~

**~~d) Notification that a Trading Dispute is deemed raised (delete as appropriate)~~**

The Trading Query has become a Trading Dispute because of one or more of the following circumstances:

- i) ~~The BSCCo raised the Trading Query; or~~
- ii) ~~The BSCCo decided not to validate the Trading Query; or~~
- iii) ~~An objection to the BSCCo's findings in respect of the Trading Query has been received; or~~
- iv) ~~The TDC disagrees with the BSCCo's findings and has deferred its determination; or~~
- v) ~~The TDC disagrees with the BSCCo's findings in part. A Trading Dispute has been raised to the extent that the TDC disagrees with the BSCCo's findings; or~~
- vi) ~~The TDC disagrees with the BSCCo's determination as to which Parties are affected Parties; or~~
- vii) ~~The Final Reconciliation Settlement Run in relation to any of the affected Settlement Periods has been carried out (at the time at which the Trading Query was raised), or in the BSCCo's opinion will have been carried out (at the time at which the query resolution process is likely to be completed).~~

**~~A Trading Dispute is therefore deemed to have been raised.~~**

Affected Settlement Dates: \_\_\_\_\_

Approximate Materiality: \_\_\_\_\_

Details of alleged settlement error, method of correction (where required) and (where appropriate) the BSCCo's findings/TDC's determination *(delete as appropriate)*:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

mailto:

**6.6 Extra-Settlement Determination Request (BSCP11/06)**

<b>BSCP11/06</b>	<b>Extra-Settlement Determination Request</b>	<div style="border: 1px solid black; padding: 2px;"> <del>Query</del>/Dispute Number         </div> <div style="border: 1px solid black; height: 30px; margin-top: 2px;"></div>
<p><i>(Form completed by Requesting Party)</i></p> <p>Extra-Settlement Determination Requested By (name): _____</p> <p>Date Requested: ____/____/____</p> <p>Company Name / ID / Role: _____</p> <p>Address: _____</p> <p>Telephone: _____ Fax: _____</p> <p>Email: _____</p>		
<p>Authorised By: _____ Signature: _____</p> <p style="text-align: right;">Date: _____</p>		
<p>Disputed Period: _____</p> <p>Most recent Settlement Run: SF / R1 / R2 / R3 / RF <i>(delete as appropriate)</i></p> <p>Date of most recent Settlement Run: _____ Estimated Materiality: _____</p> <p>Associated Trading <del>Query</del>/Dispute number(s): _____ <i>(If applicable)</i></p> <p>Reason for Extra-Settlement Determination Run Request:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>		
<b>Please return completed form to the Disputes Secretary</b>		
<p><i>(Completed by DS):</i></p> <p>Acknowledge receipt and return to Raising Party:</p> <p>DS Comments: _____</p> <p>Name : _____ Signature : _____ Date : ____/____/____</p> <p><a href="mailto:">mailto:</a></p>		

**6.7 TDC Trading Dispute Findings (BSCP11/07)****BSCP11/07****TDC Trading Dispute Findings**~~Query~~ Dispute Number*(Form completed by DS)*

To: \_\_\_\_\_

Fax / Email: \_\_\_\_\_

From: Trading Disputes Committee

TDC Meeting Number: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

For Settlement Day(s) and Settlement Period(s):

from: \_\_\_\_\_ to: \_\_\_\_\_

**The Trading Dispute Committee Findings are:**


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**Note: ACTION REQUIRED**

**Parties are required to advise all Party Agents of any data amendments required as stipulated in the TDC Findings.**

Signed : \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Chairman, Trading Disputes Committee

**6.8 TDC Deferral Form (BSCP11/08)**

<b>BSCP11/08</b>	<div style="border: 1px solid black; display: inline-block; padding: 2px 5px;"> <del>Query</del>/Dispute Number </div>
<b>TDC Deferral Form</b>	
<p><i>(Form completed by DS)</i></p> <p>To: _____</p> <p>Fax / Email: _____</p> <p>From: Trading Disputes Committee</p> <p>TDC Meeting Number: _____ Date : ____/____/____</p> <p>For Settlement Day(s) and Time Period(s):  from: _____ to: _____</p> <p><b><u>The Trading Dispute Committee Findings are:</u></b></p> <p>The TDC considered the above Trading Dispute and based on the evidence submitted decided to defer resolution for the reasons given below:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Signed : _____ Date ____/____/____</p> <p style="padding-left: 40px;">Chairman, Trading Disputes Committee</p>	

**6.9 Trading Dispute Payment Authorisation Form (BSCP11/09)**

BSCP11/09

**Trading Dispute Payment Authorisation Form****(Details of Trading Disputes Requiring Payment  
Outside The Settlement Run Process via an Extra-Settlement Determination)***(Form completed by DS)*

Trading Dispute Reference:

Settlement dates:

Affected Party (s): *(See attached spreadsheet for individual Party payment and/or receipt totals)*

Summary of Dispute:

Proposed date of recovery:

Signed: \_\_\_\_\_

(TDC Chairman)

Date: \_\_\_\_\_



## 6.10 Rectification of ~~Trading Queries or~~ Trading Disputes

Following a decision of the TDC that a Trading ~~Query-Dispute~~ was raised in a timely fashion, that a ~~S~~ettlement ~~E~~rror has occurred and that the materiality of the ~~Trading Query or~~ Trading Dispute exceeds £500, the TDC shall determine the appropriate means of rectification. The methods of rectification available to the TDC will be dependent on whether the Final Reconciliation Settlement Run (RF) for the Disputed Settlement Days has been performed.

Where the Trading Dispute is capable of rectification before the relevant Final Reconciliation Settlement Run (RF), the TDC shall:

- a) determine that the error should be corrected in the next Settlement Run relating to the relevant Settlement Day (see section 5.43); or
- b) where the period to the next Timetabled Reconciliation Settlement Run (considered together with the materiality of the Trading Dispute) is such that the Trading Disputes Committee believes that an Extra Settlement Determination is justified, recommend to the Panel that an Extra-Settlement Determination should be carried out (see Appendix 6.11 and section 5.65).

Where a Trading Dispute is not capable of resolution until after the relevant Final Reconciliation Settlement Run (RF), the TDC shall recommend to the Panel that one of the following steps should be taken:

- a) that the error should not be corrected, having regard to all the circumstances (including the length of time which has elapsed since the occurrence of the event giving rise to the Trading Dispute); or
- b) that an Extra-Settlement Determination and/or Post-Final Settlement Run should be undertaken (see section 5.54 or 5.65 as appropriate).

## 6.11 Extra-Settlement Determinations performed prior to the Final Reconciliation Run

The Code states that in certain circumstances the TDC may recommend to the Panel that a Trading Dispute should be rectified by performing an ESD prior to the Final Reconciliation Run. This would only be the case where the period to the next Timetabled Reconciliation Settlement Run (considered together with the materiality of the Trading Dispute) is such that the TDC believe an ESD is justified.

If an ESD is performed prior to the Final Reconciliation Run, all payments must be reversed (or unwound) on or as near as practicable to the Payment Date in respect of the Timetabled Reconciliation Settlement Run in which the ~~S~~ettlement ~~E~~rror is corrected. This is to prevent any double correction of an error through both an ESD and the Timetabled Reconciliation Settlement Run. Prior to the next Timetabled Reconciliation Settlement Run, each Trading Party affected by the initial payment shall be entitled to be paid by or liable to pay to the BSC Clearer an amount equal and opposite to the extra-settlement amount paid by or to such Party, plus an amount in lieu of interest. See section 5.65.

## 6.12 Recovery of Rectification Costs and other Costs which may be incurred

If the TDC recommends to the Panel that a Post-Final Settlement Run or Extra-Settlement Determination should be performed, the TDC may recommend to the Panel that a particular Party or Parties shall bear all or part of the cost incurred.

In addition, Raising Parties should be aware that where rectification of a ~~Trading Query or~~ Trading Dispute requires action by one of its Agents, there may be associated costs involved (dependent on Contractual Agreements in place between the Party and its Agents).

## 6.13 Trading Dispute Charge

If the TDC resolves that a Trading Dispute raised by a Party is of a vexatious or frivolous nature, it may require the Party raising such a Trading Dispute to pay a standard charge as agreed by the Panel from time to time towards the cost of the administration of the Trading Dispute.

## 6.14 Materiality ~~Threshold~~

There is no pre-rectification materiality limit for ~~Trading Queries or~~ Trading Disputes. However, ~~where if at the materiality or estimated materiality of a valid Trading Dispute (i.e in relation to the affected Settlement Periods) determined by the TDC or Trading Query has a materiality or estimated materiality of~~ is less than £500, no corrective action will be taken regardless of the ~~TDC's determination by the TDC or the Panel (as the case may be)~~ on the validity of ~~the Trading Query or such~~ Trading Dispute.

## 6.15 Multiple Raising Parties

The same Trading ~~Query-Dispute~~ may be raised independently by several Raising Parties. Where the DS recognises that the Trading ~~Queries-Disputes~~ arise out of the same circumstances, such Trading ~~Queries-Disputes~~ shall, without prejudice to the procedures set out in this BSCP, be consolidated for the purposes of consideration by the BSCCo or the TDC as appropriate.

## 6.16 References to the Panel and Arbitration

A Party that disagrees with the findings of the TDC may refer the findings to the Panel or to arbitration for determination. Any referral to the Panel should be submitted in writing to the Panel Secretary and must be made in accordance with the timescales referred to in section W of the Code.

Any reference to arbitration must be made in accordance with the timescales referred to in section W and section H of the Code.

In the event that the Disputes Secretary is notified that a matter has been remitted to the TDC from the Panel or from an arbitration tribunal in accordance with section W of the Code, the Trading Disputes process shall be followed from ~~5.2.5~~ 5.3.



## **P257 Attachment – Redline text changes to BSCP18 v4.0**

**Section 1 – 3.2 is not affected by P257**

**Section 3.3 requires the following changes:**

*(Note - There are Four minor Housekeeping Changes, which have been included and are indicated by the presence of [Housekeeping] to correct references to the BSC Service Desk)*

### 3.3. Corrections to SAA Databases arising from Emergency Instructions Pre P217 Effective Settlement Dates

The process is triggered by the issue of an Emergency Instruction by the Transmission Company.

In accordance with the Grid Code and Section Q5.1.3 (b) of the BSC, Emergency Instructions issued in respect of a BM Unit shall be treated as Bid-Offer Acceptances, except Black Start processes<sup>1</sup>, Maximum Generation Service and Emergency De-energisation Instructions. Acceptances resulting from Emergency Instructions are known 'Emergency Acceptances'. Where the Transmission Company tags an Emergency Acceptance as being an 'Excluded Emergency Acceptance', the resulting Acceptance Volume(s) shall be included as an un-priced volume in the Energy Imbalance Price calculations. Acceptance Volumes associated with Emergency Acceptances not tagged as being 'Excluded Emergency Acceptances' shall be included in the Energy Imbalance Price calculations at the prevailing Bid/Offer prices.

REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.3.1	As soon as possible after issuing Emergency Instruction	Send details of Emergency Acceptance to BMRA and BSCCo.	TC	BMRA BSCCo	Receive System Related Data (BMRA-I003) Time of Emergency Instruction Affected BM Unit (s)	Electronic. Phone/Fax/E-mail.
3.3.2	Upon receipt of information following 3.3.1	Publish notice on BMRS <sup>2</sup> .	BMRA	BMRS Users	Publish System Related Data (BMRA-I005) Time of Emergency Instruction Affected BM Unit (s)	Electronic.
3.3.3	Upon receipt of information following 3.3.1	Log details of Emergency Acceptance and allocate reference number.	BSCCo		Details of Emergency Acceptance. <del>[Housekeeping]</del> <del>ELEXON Helpdesk</del> <u>BSC Service Desk</u> reference number.	Internal Process.
3.3.4	As soon as possible after 3.3.3	Provide reference number for Emergency Acceptance.	BSCCo	TC	<del>[Housekeeping]</del> <del>ELEXON Helpdesk</del> <u>BSC Service Desk</u> reference number.	Phone/Fax/E-mail.

<sup>1</sup> For Black Start processes refer to BSCP201 'Black Start and Fuel Security Contingency Provisions and Claims Processes'.

<sup>2</sup> Notice to be published using the BMRS 'System Warning' function.

REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.3.5	After 3.3.1 and where possible, at least 1 WD prior to II Run <sup>3</sup>	Identify and agree Emergency Instruction related Acceptance with BSCCo and Party.  Decide whether it is to be treated as an 'Excluded Emergency Acceptance'.	TC  TC	BSCCo  Party	Acceptance Data arising from Emergency Instruction  Decision on whether the Emergency Acceptance is to be treated as an 'Excluded Emergency Acceptance'.	Phone/Fax/E-mail.  Internal Process.
3.3.6	After 3.3.5 and where possible at least 1 WD prior to II Run	Send Acceptance Data and details of approach for settling Emergency Instruction to the BMRA, SAA and BSCCo.	TC	BMRA  SAA  BSCCo	Receive System Related Data (BMRA-I003)  Receive Request for Data Change (SAA-I033)  Acceptance Data arising from Emergency Instruction  Specify whether the Emergency Acceptance is to be treated as an 'Excluded Emergency Acceptance'.	Electronic.  Phone/Fax/E-mail.
3.3.7	Upon receipt of information after 3.3.6	Publish details of Acceptance Data to be entered into Settlement and whether it is to be treated as an 'Excluded Emergency Acceptance' <sup>4</sup> .	BMRA	BMRS Users	Publish System Related Data (BMRA-I005)  Acceptance Data arising from Emergency Instruction	Electronic.
3.3.8	Upon receipt of information after 3.3.6	Acknowledge receipt of Acceptance Data and approach for settling Emergency Instruction.	BSCCo	TC	Acknowledgement of receipt	Phone/Fax/E-mail.

<sup>3</sup> In exceptional circumstances, e.g. where a number of Emergency Instructions have been issued in close succession, the II run target may not be met. In such cases, the data shall be entered into Settlement in time for the Initial Settlement Run (SF Run). A Trading ~~Query~~/Dispute will need to be raised to enter such data into Settlement after the SF Run.

<sup>4</sup> This data will be published using the BMRS 'System Warning' function for information and will not be used by the BMRA in its calculations.

REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.3.9	Upon receipt of information after 3.3.6	Request authorisation to input post event Acceptance Data in SAA Database.	SAA	BSCCo	Report Recommended Data Change (SAA-I034)	Phone/Fax/E-mail.
3.3.10	As soon as possible after 3.3.9	Authorise input of post event Acceptance Data in SAA Database.	BSCCo	SAA	Receive Instruction for Data Change (SAA-I035)  Acceptance Data arising from Emergency Instruction.	Phone/Fax/E-mail.
3.3.11	As soon as possible after 3.3.10 and where possible, prior to II run	Enter post event Acceptance Data into SAA Database and provide confirmation Database has been updated.	SAA	BSCCo  TC	Acceptance Data arising from Emergency Instruction  Report Confirmation of Data Change (SAA-I036).	Internal Process.  Phone/Fax/E-mail.
3.3.12	After 3.3.11	Where the Emergency Acceptance is not an 'Excluded Emergency Acceptance', the process will end at this point <sup>5</sup> .  Where the Emergency Acceptance is an 'Excluded Emergency Acceptance', continue at 3.3.13.				

<sup>5</sup> This is because the non-Excluded Emergency Acceptance will continue to be processed at the prevailing Bid/Offer prices applicable to the relevant Settlement Periods.

REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.3.13	After 3.3.11 and at least 5 WD prior to next available Settlement Run <sup>6</sup> (After 3.3.19 and 5 WD prior to next Settlement Run for subsequent iterations of the process)	Calculate the Energy Imbalance Prices using information from previous Settlement Run and including the Acceptance Volume(s) arising from the Emergency Instruction as un-priced volume(s).	BSCCo		Settlement Report (SAA-I014) for previous Settlement Run  Acceptance Data arising from Emergency Instruction(s) to be treated as un-priced	Internal Process.
3.3.14	As soon as possible after 3.3.13	Inform SAA of the recalculated Energy Imbalance Prices.	BSCCo	SAA	Recalculated Energy Imbalance Prices  Receive Excluded Emergency Acceptance Pricing Information (SAA-I038)	Phone/Fax/E-mail.
3.3.15	Before 3.3.16	Calculate amendments to BSAD required to generate recalculated Energy Imbalance Prices for the next Settlement Run <sup>7</sup> .	SAA		Recalculated Energy Imbalance Prices  Latest available BSAD	Internal Process.
3.3.16	After 3.3.15 and at least 1 WD prior to next scheduled Settlement Run <sup>8</sup>	Carry out a 'dry run' of the Settlement Run and provide confirmation of whether the amended BSAD has generated the required Energy Imbalance Prices.	SAA	BSCCo	Recalculated Energy Imbalance Prices  Confirmation of whether amended BSAD has generated required Energy Imbalance Prices  Send Excluded Emergency Instruction Dry Run Results (SAA-I039)	Phone/Fax/E-mail.

<sup>6</sup> For the avoidance of doubt, the II Run will have been completed by this stage of the process.

<sup>7</sup> The Energy Imbalance Prices cannot be amended in the SAA database directly and must be adjusted using amended BSAD (SAA-I014 reports will consequently show the amended BSAD). For the avoidance of doubt, this will not result in any amendments being made to the BSAD submitted by the Transmission Company.

<sup>8</sup> The 'dry run' can be carried out prior to this providing the latest data relating to the CDCA Aggregation Run has been loaded and is used for the 'dry run'.

REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.3.17	After 3.3.16 and to meet timescales of next scheduled Settlement Run	Liaise with SAA as appropriate until it can confirm that the amended BSAD has generated the required Energy Imbalance Prices <sup>9</sup> .	BSCCo  SAA	SAA  BSCCo	Recalculated Energy Imbalance Prices  Confirmation that amended BSAD has generated required Energy Imbalance Prices.	Phone/Fax/E-mail.
3.3.18	After 3.3.17 and to meet timescales of next scheduled Settlement Run	Following receipt of confirmation that amended BSAD has generated the required Energy Imbalance Prices, authorise SAA to use the amended BSAD in the scheduled Settlement Run.	BSCCo	SAA	Receive Authorisation to proceed with full Settlement Run (SAA-I040)	Phone/Fax/E-mail.
3.3.19	After 3.3.18 and in accordance with Settlement Calendar	Carry out scheduled Settlement Run using amended BSAD <sup>10</sup> .	SAA			Internal Process.
3.3.20	Prior to each subsequent scheduled Settlement Run for the affected Settlement Period(s)	Repeat steps 3.3.13 – 3.3.19.				

<sup>9</sup> Where there is a difference between the required Energy Imbalance Prices and those prices calculated by the SAA, BSCCo will not authorise SAA using the amended BSAD in the scheduled Settlement Run until or unless the difference is within the tolerance of £0.05. Where this tolerance is exceeded, BSCCo and the SAA must resolve the difference prior to the scheduled Settlement Run.

<sup>10</sup> The SAA shall ensure that the amended BSAD is not subsequently overwritten and that it is used in the scheduled Settlement Run.



### 3.4. Corrections to SAA Databases arising from Emergency Instructions Post P217 Effective Settlement Dates

The process is triggered by the issue of an Emergency Instruction by the Transmission Company.

In accordance with the Grid Code and Section Q5.1.3 (b) of the BSC, Emergency Instructions issued in respect of a BM Unit shall be treated as Bid-Offer Acceptances, except Black Start processes, Maximum Generation Service and Emergency De-energisation Instructions.

The Transmission Company identifies Emergency Instructions as being either:

- ‘Emergency Acceptances’; or
- ‘Emergency Flagged’ Acceptances.

BSC Annex T-1 details how Emergency Instructions are treated in the Energy Imbalance Price calculations.

REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.4.1	As soon as possible after issuing Emergency Instruction	Send details of Emergency Acceptance to BMRA and BSCCo.	TC	BMRA  BSCCo	Receive System Related Data (BMRA-I003)  Time of Emergency Instruction Affected BM Unit (s)	Electronic.  Phone/Fax/E-mail.
3.4.2	Upon receipt of information following 3.4.1	Publish notice on BMRS <sup>2</sup>	BMRA	BMRS Users	Publish System Related Data (BMRA-I005)  Time of Emergency Instruction Affected BM Unit (s)	Electronic.
3.4.3	Upon receipt of information following 3.4.1	Log details of Emergency Acceptance and allocate reference number.	BSCCo		Details of Emergency Acceptance. <del>[Housekeeping]ELEXON Helpdesk</del> <u>BSC Service Desk</u> reference number.	Internal Process.
3.4.4	As soon as possible after 3.4.3	Provide reference number for Emergency Acceptance.	BSCCo	TC	<del>[Housekeeping]ELEXON Helpdesk</del> <u>BSC Service Desk</u> reference number.	Phone/Fax/E-mail.

**Section 3.4.5 – end of document are not affected by P257.**

## **P257 Attachment – Redlined changes to BSCP504 v26.1 conformed**

### **Section 1 – 4.5.2(o) is not impacted by P257**

Make the following changes to Section 4.5.2(o):

p) Compensating Crystallised Errors

Where an erroneous Meter register reading, EAC or AA has passed through the RF, the Metered Data which has crystallised cannot be altered without the support of an upheld ~~Trading Query or~~ Trading Dispute. It may be desirable to compensate for the error that has crystallised in the fluid period which has not passed through the RF. The process of Gross Volume Correction should be used to compensate for this error. This process is described fully in Appendix 4.14.

### **Section 4.5.2 (q) – Section 4.13 is not impacted by P257**

Make the following changes to Section 4.14:

## 4.14 Gross Volume Correction

### 4.14.1 Introduction

Once a Settlement Date has been subject to the Final Reconciliation Volume Allocation Run (RF), data for that day shall not be amended unless supported by an upheld ~~Trading Query or~~ Trading Dispute. If an error in demand exists on a Settlement Date for which RF has taken place, this error can be compensated in Settlements Days for which RF is still to take place. The process of compensating this error is Gross Volume Correction (GVC). This process results in the correct total volume of energy being allocated to the Supplier; however this energy will be allocated to different Settlement Periods.

Diagrams have been included below which show how the demand recorded by a Meter changes over time (the time axis showing time going forwards and the demand axis showing increasing demand), taking into account Meter readings (whether valid, erroneous or compensatory). It would be expected that, if all readings were valid, that the Meter readings would steadily increase over time.

### 4.14.2 Definitions

For the purposes of this appendix, the following definitions apply:

Crystallised Period	Periods of Settlement Dates for which RF has taken place and data cannot be amended without the support of an upheld <del>Trading Query or</del> Trading Dispute.
Error freezing reading	This is a reading deemed in the current RF Window to prevent error that has crystallised being amended. It is calculated using the last valid, erroneous or compensatory Meter reading(s) obtained before and / or after RF and the associated erroneous EAC / AA that was in place at RF. Error freezing readings can only be deemed in the current RF Window. They should not be created at (or close to) the latest Post Final Settlement Run (PFSR), even in the case where the erroneous EAC or AA is subject to an authorised Trading Dispute.
Fluid Period	Periods of Settlement Dates for which RF has not taken place
Realistic reading	Where a Meter reading is required for a particular Settlement Day to carry out Gross Volume Correction and an actual Meter reading is not available, a realistic reading can be deemed for that Settlement Day using a valid Meter register reading (occurring prior to or after the realistic reading date) and a realistic EAC (i.e. a previous valid EAC or if one is not available an initial (class average) EAC).
RF Window	This is the window of time between 5WD and 20WDs prior to the RF being carried out for a particular Settlement Day (i.e. a window in the period before that Settlement Day has passed through RF). A reading for RF should be deemed in this window since corrective action takes a finite time to be reflected in Settlements as it needs to be completed by the NHHDC, sent to the Non-Half Hourly Data Aggregator (NHHDA), processed by the NHHDA, sent to the Supplier Volume Allocation Agent (SVAA) and processed by the SVAA.

**Section 4.14.3 to end of document is not impacted by P257.**

## **P257 Attachment – Redlined changes to BSCP520 v17.1 conformed**

### **Section 1 – 1.2 is not affected by P257**

Section 1.2.1 requires the following changes:

#### **1.2.1 UMSO Responsibilities**

Where an UMS has been agreed, each UMSO shall be responsible for the following:-

- a) where the inventory is subject to HH trading, providing a copy of the summary inventory to the appointed MA of an EM. Agreed updates to the summary inventory will be similarly passed to the appointed MA;
- b) providing Unmetered Supply Certificates;
- c) requesting additional MSIDs from the SMRA where additional inventory items need to be allocated to alternative SSCs and associated Profile Class and passing details of all MSIDs and the associated Meter Timeswitch Class and Profile Class to the Supplier for registration;
- d) where the inventory is subject to NHH trading, calculating initial and revised EACs and submitting them to the appointed Supplier and NHHDC;
- e) informing the Supplier of the type of EM (i.e. whether passive or dynamic) to be used in the LDSO's area;
- f) agreeing with the MA the location of any associated photo-electric cell unit (PECU) arrays in accordance with the siting procedures in 4.5.1.1;
- g) informing Suppliers and MA of the agreed latitude and longitude information for the installed Apparatus for each MSID where an EM is being used;
- h) providing any other additional information required to enable the Supplier to determine the Distribution Use of System (DUoS) charges;
- i) for supporting the ~~Trading Query~~ Trading Dispute process as required by Section W of the Code;
- j) for responding to any queries raised by the Panel, Supplier, the Supplier Volume Allocation Agent, the Data Collector, the Meter Administrator and / or the BSC Auditor;
- k) providing Suppliers with the data that will enable them to fulfil their obligations under the Code;
- l) notifying Suppliers on discovering that any Settlement data for which the UMSO is responsible is potentially incorrect or missing;
- m) retaining Settlement data in accordance with this BSCP and Party Service Line (PSL) 100 'Non Functional Requirements for Licensed Distribution System Operators and Party Agents';

- n) ensuring that the Customer continues to comply with the conditions for an Unmetered Supply;
- o) issuing an annual spreadsheet containing all UMS EACs for each MSID split by Settlement Register (using the appropriate Average Fraction of Yearly Consumption) to Suppliers each June, and providing confirmation to BSCCo. that this process has occurred;
- p) resending the correct EAC(s) to the NHHDC upon instruction by the Supplier if Supplier identifies a discrepancy between EACs received from NHHDCs to those received from the UMSO; and
- q) validating all Charge Codes and Switch Regimes against the Operational Information Document (OID) and associated spreadsheets.

**Section 1.2.2 – End of Document is not impacted by P257**

## **P257 Attachment – CDCA Service Description v16.0 redlined v0.1**

### **Section 1 – Section 1.3 is not impacted by P257.**

#### **1.4 The CDCA shall:-**

- (a) establish and maintain a database of registration data provided by the CRA and BSC Trading Parties;
- (b) receive, validate and maintain Meter Technical Details associated with each Metering System for each Boundary Point;
- (c) carry out Metering System Proving Tests on all new registrations of Metering Equipment, including any registration transfers of Metering System from SMRS to CMRS, or where there has been a change to hardware for a Boundary Point;
- (d) collect, validate and record Meter data, estimating metered values where necessary;
- (e) carry out Meter Advance Reconciliation;
- (f) aggregate and process Meter volume data, using the latest available Metered Data, Line Loss Factors, Aggregation Rules, Registration Data and Meter Technical Details for the relevant Settlement Day;
- (g) support BSCCo in establishing the network mapping statement and then after in respect of any ~~query~~ dispute;
- (h) receive notification of Load Periods and Sample Settlement Periods from BSCCo for Reference Years, by 5 October; and
- (i) This bullet is no longer used.
- (j) not accept estimated meter data from Parties which are submitted later than 45WD before the scheduled Final Reconciliation Settlement run.
- (k) develop and maintain a contingency plan.
- (l) provide a disaster recovery service and develop and maintain a disaster recovery plan.
- (m) provide the BSC Auditor with access to those things required by Section H5.5.2 of the Code which include:
  - the systems, system specifications, and other systems documents used by the CDCA in connection with performing its duties as BSC Agent.
  - the premises, personnel, data, information and records.
- (n) provide a help-desk service.

### **Section 1.5 to the end of document is not impacted by P257.**

## **P257 Attachment – SAA Service Description v18.0 redlined**

### **Section 1 – 4.1.1 is not affected by P257**

Section 4.1.2 requires the following changes:

4.1.2 The SAA shall produce the Initial Settlement Report in accordance with the Settlement Calendar and send it to BSC Trading Parties and to the FAA for payments to be made on the Initial Payment Date determined by the Payment Calendar. The provision of such data shall be in accordance with BSC Section T paragraph 5.3.1.

In carrying out any Reconciliation Settlement Run, the SAA shall:

- a. use data submitted by the CDCA and SVAA pursuant to the corresponding Reconciliation Volume Allocation Runs;
- b. make any adjustment or revision to any data submitted by the Transmission Company which is to be made following the resolution of any ~~Trading Query or~~ Trading Dispute, and use such adjusted or revised data;
- c. use any adjusted or revised data submitted to it for the relevant Settlement Period by the CRA, the CDCA, the ECVAA, any Market Data Index Provider, the Transmission Company and any Interconnector Administrator;
- d. should the Transmission Company submit any revised Balancing Services Adjustment Data, use such revised data.

The Transmission Co may resubmit to the SAA, the Balancing Services Adjustment Data in respect of any Settlement Period within the Settlement Day at any time prior to the Final Reconciliation Settlement Run for such Settlement Day, and the SAA shall correct such data in the Settlement Run next following such resubmission.

### **Section 4.1.3 – End of document is not affected by P257.**