









STCP Modification Proposal Form (System Operator – Transmission Owner Code)	
<h1 style="margin: 0;">PM0100</h1> <h2 style="margin: 0; color: red;">STCP19-3</h2> <h3 style="margin: 0; color: red;">Operational Notification &amp; Compliance Testing – update to reflect current process, common practice and terminology.</h3>	<div style="border: 1px solid #00a651; background-color: #00a651; color: white; padding: 5px; display: inline-block; border-radius: 5px;">01</div> <div style="border: 1px solid #00a651; background-color: #00a651; color: white; padding: 5px; display: inline-block; border-radius: 5px; margin-left: 10px;">Initial STCP Modification Proposal Form</div>
<p><b>Purpose of Modification:</b> The objective of these changes is to clarify accountabilities and update the STCP to match current practices between the System Operator and Transmission during the Grid Code Compliance Process for new connections.</p>	
	<p><b>The Proposer recommends that this modification should be:</b></p> <ul style="list-style-type: none"> <li>• To be presented at March’s STC Panel meeting for approval.</li> </ul>
	<p><b>High Impact:</b> None identified.</p>
	<p><b>Medium Impact:</b> None identified.</p>
	<p><b>Low Impact:</b> These changes are to reflect the current process. The additions are the formalisation of review timescales for the Relevant Transmission Licensee and the System Operator and the inclusion of reference to embedded generators to aid process clarity for embedded connections.</p>

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Timetable			 <a href="mailto:chloe.harradine@nationalgrid.com">chloe.harradine@nationalgrid.com</a>
<b>The Code Administrator recommends the following timetable:</b>			
Proposal Form Submitted to Code Administrator for review			 01926 655561
Proposal form submitted to STC Panel Secretary			
STCP's are presented and approved by the Panel			
Sign off			
Implementation			

<b>Details of Proposer:</b> (Organisation Name)	National Grid
Capacity in which the STC Modification Proposal is being proposed:  (i.e. STC Party, Party Representative or person or persons having a relevant interest as may be designated in writing for this purpose by the	STC Party

Authority	
<b>Details of Proposer's Representative:</b> Name: Chloe Harradine Organisation: National Grid Telephone Number: 01926 655561 Email Address: chloe.harradine@nationalgrid.com	
<b>Details of Representative's Alternate:</b> Name: Cirhan Truswell Organisation: National Grid Telephone Number: 07870897585 Email Address: cirhan.truswell@nationalgrid.com	
<b>Attachments (Yes/No):</b> Yes <b>If Yes, Title and No. of pages of each Attachment:</b> <i>STCP 19-3 Operational Notification and Compliance Testing – Mar 18 Amends</i> <i>30 pages</i>	

**Impact on Core Industry Documentation.**  
*Please mark the relevant boxes with an "x" and provide any supporting information*

<b>BSC</b>	<input type="checkbox"/>
<b>Grid Code</b>	<input type="checkbox"/>
<b>CUSC</b>	<input type="checkbox"/>
<b>Other</b>	<input type="checkbox"/>

The proposed changes will have no impact on other codes due to the fact that the update reflects current processes.

## 1 Summary

### Defect

This proposal seeks to update and make minor changes to the Operational Notification and Compliance Testing STCP19-3 to reflect the current process and discussions for improved clarity.

### What

The themes of the proposed changes are as follows:

- Inclusion of Embedded connections process steps for clarity for the Relevant Transmission Owner and Transmission System Operator.
- Addition of timescales – 15 working days from UDFS submission for written feedback by the Relevant Transmission Owner.
- Operational Metering confirmation (where operational metering signals are specified in the TOCA).
- A request for a lead TO contact for processing the documents/TO representation.
- Updates to the letters in the STCP 19-3 appendices.
- Minor changes to reflect current process and terminology of documents (e.g. where a Statement of Completion letter between NGET and TO is referenced which does not currently happen).
- Removal of the Statement of Completion letter, which is not currently used between the parties.
- Updates to the terminology of the SO Compliance Monitoring statement to reflect current use.

### Why

The current STCP19-3 is out of date and does not reflect the processes and discussions that occur between the SO and TO accurately, which leads to ambiguity and inconsistency across TOs.

### How

Legal text embodying the proposed changes was prepared and circulated to the STC Panel in Sept 2017. Limited comments were received and it was further reviewed in draft at the November STC Panel. The comments received have been incorporated in the version included in section 7 below.

## 2 Governance

Section B 7.3 states amendments for an STCP need approval from the STC Modification Panel. This modification was reviewed at the November 2017 STC Panel meeting (29 November 2017) and feedback was sought. Further minor amendments were made based upon this feedback and this modification will be reviewed and then approved and implemented at the March 2018 STC Panel if there are no further objections.

## 3 Why Change?

These changes have been proposed to bring STCP19-3 up to date to reflect the processes and discussions that occur between the SO and TO at present. To remove the ambiguity on embedded connections. The proposed TO appointed lead contact would result in consistency across the TOs. The timescales would add certainty and structure to the STCP19-3 process.

## 4 Impacts & Other Considerations

The proposed amendments to the System Operator Transmission Owner Code (STC) - specifically SCTP 19-3 - Operational Notification & Compliance Testing procedure follow current discussions that are held between the SO and TO through the Compliance Process, and changes to terminology since the STCP19-3 revision. There are no changes to the accountabilities, and the only impact on the Relevant Transmission Licensee is the clarification on the written review timescales of 15 days.

### Does this modification impact a Significant Code Review (SCR) or other significant industry change projects, if so, how?

No.

### Consumer Impacts

None identified.

#### 4.1 STC Parties' Assessments

##### 4.1.1 National Grid (SO)

National Grid is supportive of Modification Proposal PM0100 and has completed an assessment of the proposed modification.

The implementation of PM0100 would not have any physical impact on National Grid Systems or require changes to IS systems. No additional work or monies would be required to implement the proposed change.

##### 4.1.2 National Grid (TO)

It was confirmed that there were no comments or queries for this modification from National Grid TO.

#### **4.1.3 Offshore Transmission Owners (OFTOs)**

Comments were received about concerns over a lead point of contact (due to cover required during periods of annual leave etc.), however it was felt that this would simplify the procedure, and cover could be arranged by the Relevant Transmission Licensee where required.

#### **4.1.4 Scottish Hydro Electric Transmission plc (SHET)**

No specific negative impacts were raised; comments were received following the November 2017 Panel. These comments are summarised and acknowledged as below (feedback to this comment was provided by NGET in January):

- Appendix A 1 – it was queried that the TO Compliance Monitoring Statement was too broad for embedded connections several of the items were not applicable for embedded connections – it was advised that these monitoring statements were examples and that the TO should amend these as appropriate removing anything that was not applicable for the connection type. Clarity has been added to the Appendix A to advise of this.

#### **4.1.5 SP Transmission Limited (SPT)**

No specific negative impacts were raised; comments were received following the November 2017 Panel. These comments are summarised as below (feedback to these comments was provided by NGET in January):

- Inclusion of NGETO – this was not included in this modification as this has not been implemented at the present time. All STCPs will be updated to reflect this on implementation.
- Has the review taken into account the European Codes? As above, nothing implemented at the present affects this STCP. Any impacts in the future would trigger a future modification of this STCP.
- Clarity over the Certificate of Readiness – the statement of readiness notices have been removed in this STCP and replaced with Certificates of Readiness which is the title of the documents that are currently exchanged between the User, TO and SO through the compliance process.
- Timescales for written feedback was queried – the STCP has been further amended clarify this is written feedback within 15 days.
- Appendix A 1 – TO Compliance Monitoring Statement European Code considered? It was advised that these monitoring statements were examples and that the TO should amend these as appropriate. Clarity has been added to the Appendix A to advise of this.

#### 4.1.6 Impact on STC/STCPs

The proposed modification will require changes to Section 2 Key Definitions, Section 3 Procedure, Appendix A Standard Forms/Certificates, Appendix B Register of Responsibilities on Parties and Appendix C Abbreviations & Definitions for STCP19-3.

#### 4.2 Relevant Objectives

Impact of the modification on the STC Applicable Objectives and STCP Assessment Criteria:	
Relevant STC Objective	Identified impact
(a) efficient discharge of the obligations imposed upon transmission licensees by transmission licences and the Act	Positive
(b) development, maintenance and operation of an efficient, economical and coordinated system of electricity transmission	None
(c) facilitating effective competition in the generation and supply of electricity, and (so far as consistent therewith) facilitating such competition in the distribution of electricity	None
(d) protection of the security and quality of supply and safe operation of the national electricity transmission system insofar as it relates to interactions between transmission licensees	None
(e) promotion of good industry practice and efficiency in the implementation and administration of the arrangements described in the STC.	Positive
(f) facilitation of access to the national electricity transmission system for generation not yet connected to the national electricity transmission system or distribution system;	None
(g) compliance with the Electricity Regulation and any relevant legally binding decision of the European Commission and/or the Agency.	None

In addition for an STCP Change, Section B 7.3.2 details that the following should be considered:

Provision	View of the Proposer
the amendment or addition does not impair, frustrate or invalidate the provisions of the Code	Agree
the amendment or addition does not impose new obligations or liabilities or restrictions of a material nature on Relevant Parties which are not subsidiary to the rights and obligations of the Relevant Parties under the Code	Agree
the amendment or addition is not inconsistent or in conflict with the Code, Transmission Licence Conditions or other relevant statutory requirements	Agree
the Relevant Party Representatives deem that the amendment or addition is appropriate to support compliance with the Code	Agree

The Proposer believes that this change will better facilitate relevant objective(s) A & E and Section B 7.3.2 is satisfied.

The proposed amendment updates the STPC 19-3 procedure in line with current discussion, therefore clarifying the procedure. There are no material changes to the procedure or additional accountabilities of the STC parties.

## 5 Solution

It is proposed that that a number of changes are made to STCP 19-3. The proposed updates can be seen in the legal text section 7 contained in this document.

## 6 Implementation

PM0100 would be implemented following the approval by the STC Modification Panel.

There are zero costs associated with the implementation of the proposed changes. The amendments reflect current processes and accountabilities for the TO/SO.

## 7 Legal Text

Please see track marked legal text to STCP 19-3 Operational Notification and Compliance Testing, as follows:



# STCP19-3 Issue 0065 Operational Notification & Compliance Testing

## STC Procedure Change Control History

Issue 001	04/07/2005	First Issue following BETTA Go-Live
Issue 002	25/10/2005	Incorporating change PA034 & PA037
Issue 003	18/05/2006	Incorporating change PA046
Issue 004	20/03/2008	Incorporating change PA049
Issue 005	25/11/2013	Incorporating changes PA066 and Offshore amendments
Issue 006	XX/XX/XXXX	Minor updates to reflect current practice.

2.1.2 **Compliance** means the Compliance of User Equipment to the requirements of the Grid Code, CUSC, Construction Agreements and the User's Bilateral Agreement and "Compliant" shall be construed accordingly. *As per the procedure outlined in the Compliance Process section of the Grid Code.*

2.1.3 **Compliance Monitoring Statement** means a statement produced by NGET or a TO (in accordance with Appendix A1) for each new connection covering all areas of Compliance. *NGET and the TO are to produce their own Compliance Monitoring Statement.*

2.1.6 **Energisation Operational Notification (EON)** means a certificate issued by NGET to the User prior to energisation (see example in Appendix A3), *as per the procedure outlined in the Compliance Process section of the Grid Code.*

2.1.7 **Final Operational Notification (FON)** means a certificate issued by NGET to the User following successful completion of the Compliance process (see example in Appendix A7), *as per the Compliance Process section of the Grid Code.*

2.1.9 **Interim Operational Notification (ION)** means a certificate issued by NGET to the User prior to synchronisation (see example in Appendix A5), *as per the procedure outlined in the Compliance Process section of the Grid Code.*

~~2.1.13 **Statement of Completeness (SOC)** means a statement indicating that NGET is satisfied that the User Equipment is Compliant and requesting the Affected TOs to agree to the issue of the FON (see proforma in Appendix A6).~~

~~2.1.143 **Certificate Statement of Readiness (CSOR)** means a statement from a User indicating that User Equipment is ready to be energised or synchronised, as appropriate.~~

~~2.1.154 **User Data File Structure (UDFS)** means the file structure specified by NGET which will be used by the User to submit information demonstrating Compliance. The UDFS is submitted by the User prior to issue of an EON/ION/FON. (see example in Appendix A89).~~

3.1.4 NGET shall maintain ~~minutes notes~~ of the meetings ~~containing~~, the actions, and the progress records, it may also receive progress reports from the Commissioning Panels as required. The ONP shall agree the schedule and nature of its meetings.

**3.2.2** If a change to an existing connection has Compliance implications that may involve or affect a TO, NGET shall organise an initial meeting with the TO. At this meeting, NGET and the TO shall agree which parts of this procedure are required and which parts may be omitted.

~~3.2.2~~ **3.2.3** Where a site has a Bilateral Agreement and a Transmission Owner Contract Agreement (TOCA) then NGET and the relevant TO are to nominate a lead representative.

~~3.2.3~~ **3.2.4** For Demand connections where the Compliance issues may be dealt with by the Commissioning Panels with no requirement for an ONP, NGET shall seek agreement with the TO for this to be dealt with in accordance with STCP 19-4 Commissioning and Decommissioning. In such cases, the relevant sections of the UDFS provided by the User to NGET will be forwarded to the Commissioning Panels. NGET shall procure User data reasonably required by the TO for Commissioning of Plant and/or Apparatus at the Connection Site to the prescribed timetable.

~~3.2.4~~ **3.2.5** Any Party may propose that an ONP is not required. If all Parties agree that an ONP is not required, then any Compliance issues may be dealt with at any relevant Commissioning Panel(s).

~~3.2.5~~ **3.2.6** If Parties agree that an ONP is required, NGET shall organise a meeting between the User (including any User representatives), NGET, the TO representatives and, where relevant, the appropriate DNO representatives. The purpose of this meeting is:

- to discuss/agree the timescales for Compliance Testing; and
- to discuss/ explain the Compliance process the User shall be required to meet for the connection requested and how this will be achieved.

~~3.2.6~~ **3.2.7** When an ONP is required, NGET shall set up and chair the ONP, provide a point of contact for Compliance issues and ensure the operational notification process is implemented.

~~3.2.7~~ **3.2.8** Following the establishment of the ONP, Parties and the affected User shall exchange contact names and contact details.

~~3.2.8~~ **3.2.9** In accordance with the Grid Code, NGET shall forward to the TO the list of the names of Safety Co-ordinators provided by the User to NGET, together with written confirmation that the Safety Co-ordinators acting on behalf of the User have been certified authorised and competent by the User.

~~3.2.9~~ **3.2.10** The TO shall notify the ONP of any issues affecting the operational capability of TO assets involved in Compliance Testing and checks, for establishing the User connection.

~~3.2.10~~ **3.2.11** The TO shall be responsible for managing safety on the TO side of the ownership boundary and where access to the User Equipment is through the Transmission Site. The TO shall provide guidance to the User on how Safety From The System will be maintained and any safety authorisation requirements.

~~3.2.11~~ **3.2.12** NGET shall require the exchange and agreement of Safety Rules (in accordance with the CUSC and Grid Code) in relation to a Connection Site. The TO shall confirm to NGET in writing when a copy of the User's Safety Rules have been received and approved, and when a copy of that TO Safety Rules have been sent to the User. NGET shall confirm to the TO in writing when the TO's Safety Rules have been agreed by the User. Should a User fail to provide Safety Rules then the TO shall require NGET to procure the User's Safety Rules.

~~3.2.12~~ **3.2.13** The TO shall be responsible for managing their own Transmission works, protection, substation control co-ordination, and determining co-ordination requirements across the ownership boundary to the User at the Connection Site. Should the User fail to carry out any necessary co-ordination requirements identified by the TO then the TO shall be entitled to require NGET to resolve the issue with the User.

~~3.2.13~~ 3.2.14 For each new connection or change to User Equipment, NGET or the TO (as appropriate) shall produce the relevant parts of a Compliance Monitoring Statement. This shall be produced in accordance with Appendix A1 and shall cover all areas of Compliance that need to be satisfied prior to issue of an Interim Operational Notification (ION) or FON (as appropriate). NGET shall then provide the affected TO(s) with copies of the Compliance Monitoring Statement.

~~3.2.14~~ 3.2.15 NGET shall procure that the User provides the technical and non-technical data and information set out in CUSC Section 2, the Grid Code and the relevant Bilateral Agreement. NGET shall forward the appropriate technical data and information received from the User to the TO. For the avoidance of doubt the data provided to the TO shall include, but not be limited to, any data required for design and development of their Transmission System, including updates to Grid Code DRC data, network models and excitation models, and shall be provided in accordance with STC Schedule 3.

3.2.16 The TO shall provide Site Responsibility Schedules (SRS) for the Connection Site to NGET prior to either energisation or synchronisation of the User Equipment. NGET shall procure that the User provides the data required by the TO for the SRS.

~~3.2.15~~ 3.2.17 The TO shall confirm that the Operational Metering signals (as outlined in the TOCA), are being passed on from the User to NGET.

~~3.2.16~~ 3.2.18 In the case of a Transmission Site, the TO shall provide Operation Diagrams for the Transmission Site prior to either energisation or synchronisation of the User Equipment. NGET shall procure that the User provides the data required by the TO for the Operation Diagram.

~~3.2.17~~ 3.2.19 In the case of a User Site, the TO shall provide the data required by the User for the creation of an Operation Diagram to NGET. NGET shall procure that the User provides the Operation Diagram to NGET and to the TO prior to either energisation or synchronisation of the User Equipment.

~~3.2.18~~ 3.2.20 NGET shall consider the NETS risks that may arise from the User Equipment being Synchronised to the NETS, identify any contingency arrangements required, and advise the TO and any TO appropriately.

~~3.2.19~~ 3.2.21 Prior to the EON and ION being issued, NGET shall extract from the UDFS provided by the User, and copy to the TO, the relevant parts of the technical data schedules for matters associated with the TO Construction Agreement. This will include all updates to Grid Code DRC data, network models and excitation models. If the relevant parts of the technical data schedules make references to external documents, those external documents should be provided to the TO.

~~3.2.20~~ 3.2.22 NGET shall ensure that the User or his representative will carry out such off-load Compliance Testing as required to ensure the User Equipment meets Compliance requirements.

~~3.2.24~~ 3.2.23 NGET shall review Compliance Testing documentation and may witness off load tests, and/or checks on User Equipment as considered appropriate by NGET or the TO, and report back to the ONP. NGET shall forward to the TO the results of tests relevant to the technical specification advised by the TO in the TO Construction Agreement. The TO may, with User agreement, make reasonable requests to review Compliance Testing documentation and may witness off load tests.

~~3.2.22~~ 3.2.24 Completion of the 'Approved Signature' column in the Compliance Monitoring Statement in Appendix A1 can be electronic. i.e. it is sufficient for this to contain a date and the initials of the point of contact for NGET or the TO.

~~3.2.23~~ 3.2.25 NGET shall review any remaining Compliance aspects of the UDFS and obtain resolution of any issues of non-Compliance from the User to both NGET's satisfaction and, with respect of the items discussed in section 3.2, the satisfaction of the TO.

3.3.1 On receipt of the Certificate of Readiness (COR) from a User, NGET shall request confirmation from the TO that the TO is satisfied that the User Equipment can be Energised or Synchronised as specified in the COR. The TO's lead representative shall provide a letter of Authorisation to issue the EON or ION, as appropriate, to NGET within 5 Business Days or where appropriate, provide NGET with reasons as to why the EON or ION should not be released (see example of TO agreement to Energisation in Appendix A2, and example of TO agreement for ION in Appendix A4). This letter is to confirm that any construction works relating to the connection agreement are commissioned and operational, and there are no issues outstanding prior to the issuing of the EON or ION, as appropriate.

~~3.3.1—On receipt of the Statement Certificate of Readiness (CSOR) from a User, NGET shall request confirmation from the TO that the TO is satisfied that the User Equipment can be Energised or Synchronised as specified in the CSOR. The TO shall respond to the request to NGET within 5 Business Days to confirm that it is in agreement with the proposal to release the EON or ION or where appropriate, provide NGET with reasons as to why the EON or ION should not be released (see example of TO agreement to Energisation in Appendix A2, and example of TO agreement for ION in Appendix A4).~~

3.6.4 When NGET is satisfied that the UDFS is suitably complete and that the User Equipment meets all the Compliance requirements, NGET shall ~~send a SOC to the TO for signature (see example of SOC in Appendix A6 ).~~The TOs shall sign the SOC and return it to NGET within 5 Business Days to confirm that it is in agreement with the proposal to release the FON (see example of FON in Appendix A7) or provide NGET with reasons as to why it is unable to sign the SOC request confirmation, via email, from the TO that it is in agreement with the proposal to release the FON or to provide NGET with reasons as to why they are unable to support the release of the FON.

3.6.5 Following ~~receipt confirmation of a signed SOC~~ from the TO, NGET shall issue a FON to the User. A copy of the FON will be provided to the TO.

3.6.6 ~~Following signature of the SOC,~~ The TO shall update the Connection Site Specification as appropriate and submit such a revised Connection Site Specification to NGET

3.8.4 The Lead Role (as marked in the UDFS in Appendix A9) is the Party responsible for reviewing the data.

~~3.8.4~~ 3.8.5 The documentation contained within the UDFS is to be reviewed by the Party responsible for reviewing the data and written feedback is to be provided within 15 working days.

### 3.9 Embedded Connections

3.9.1 The TO is to advise NGET of a lead TO representative for the ONP meetings, where there is a TOCA in place.

3.9.2 The TO is to amend and complete the TO Compliance Monitoring Statement as applicable removing any items not relevant to an embedded connection. If this is not to be issued then this is to be agreed in advance with NGET.

3.9.3 The TO's lead representative shall provide a letter of Authorisation to issue the ION to NGET (see example of TO agreement to issue an ION in Appendix A4). This letter is to confirm that any construction works relating to the connection agreement are commissioned and operational, and there are no issues outstanding prior to the issuing of the ION.

3.9.4 Where this Procedure is used in respect of an Embedded Connection then the term "User" within this Procedure shall refer to the relevant embedded generator

A1: EXAMPLE OF COMPLIANCE MONITORING STATEMENT

The Compliance Monitoring Statement spreadsheet is available on the STC website <http://www2.nationalgrid.com/UK/Industry-information/Electricity-codes/STC/The-STC/>

The Compliance Monitoring Statements outlined below are examples to be used as a formatting guide. Site specific monitoring statements are to be produced and maintained by the relevant party (The SO statement is to be produced by the SO, and the TO Compliance Monitoring Statement is to be produced by the TO). For embedded connections the TO shall produce a TO Compliance Monitoring Statement suitable for embedded connections.

Customer:	Anygen	Energisation of User Assets - Date:	01/03/2008
Connection Site:	Scotland	Synchronisation of User Assets - Date:	01/03/2008
Date of Bilateral/Construction Agreement:	01/01/2007	Metering Commissioning Date (Demand)	01/03/2008
Transmission Connection Asset Comm. Prog. Commencement Date:	16/01/2008	Completion Date	15/07/2008
Transmission Owner	88E		

Compliance Monitoring Statement								
Part 1: SO LEAD		Connection : GEP						
Information/Data and Activity Requirements	Code or Agreement Ref.	User Date Library Ref.	Required by TO	NGC Responsible Unit	Interim Approval		Final Approval	
					Planned Date	Signature and Date	Planned Date	Signature and Date
<b>Before Start of Commissioning:</b>								
User Site Name (not in STCP19-5 CME)	CC 5.2(f)		Yes	Customer Agreements				
Confirm BSA/CONSAG technical issues in line with TOCA	BSA/CONSAG and TOCA		Yes	Customer Agreements				
Detailed Planning Data	PCS 4 / PD 4.4.2, PD A.5	3	Yes	Network Design				
Gen Unit Outages/Output & Other User Equipment Outages	CC2, DRC Sched 3	4.1/4.2	No	Operations and Trading, Planning				
Legal Agreements (CUBS)		A.1	Yes	Customer Agreements				
Commissioning Programme issued	CONSAG 2.10	A.2	Yes	Engineering Services				
User's Statement of Readiness to Commence Commissioning Programme	CONSAG 4.1	A.3	Yes	Customer Agreements				
Mandatory Services Agreement - to be entered	CUBS 1.3.3	A.5	No	Contracts & Trading				
<b>Before Energisation:</b>								
Exchange of Telephone Numbers for Joint System Incidents	CC 6.2/CC 9 & BSA 5.4	1.12	Yes	Operations and Trading, Operational Performance				
Grid Code Data - User System Data	PCA,4 DRC Scheds 5, 10, 11 & 13 CONSAG 5.5	2.1.1	Yes	Network Design				
Evidence of User Equipment compliance - Tariff Metering	CC 6.2.2.3.5 BSA F5	2.5	No	Elxon				
Registration of a new TSBP (where applicable) for demand and / or generation.	BSCP25	2.5	No	NGET / Elxon				
User confirmation of readiness for energisation		A.3	Yes	Customer Agreements				
Codes for BMUs	(1) Scheme Team Process (2) BSCP15	A.6	No	Customer Agreements / O&T				
National Grid (Transmission Company) BMU registration confirmation	BSCP15	A.7	No	Operations and Trading, Business Systems				
Connection Conditions Compliance Report Parts 1&2	CONSAG 5.5	UDFS	Yes	Generator Compliance				

<b>Before Synchronisation (ON):</b>							
FAX machine and Tel No	COE 5.9, BCA FS Sched	1.13	Yes	IS Telecomms			
Site Specific Technical, BCA App FS, evidence of compliance - Additional Communication Facilities e.g. ED, ED T	CONSBAG 8 & BCA App FS	2.6	No	Operations and Trading, Performance			
Physical Notification Submission	COE 5.8 (a) BCA FS Sched	2.6	No	IS Telecomms			
Data Entry Terminals	COE 5.8 (b) BCA FS Sched	2.6	No	IS Telecomms			
Grid Code Data - Generating Plant	PCAS, CC 2, DRC Sched 1 & 2, CONSBAG 5.5	3.1, 3.2	Yes	Generator Compliance			
Control Systems (Excitation and Governor) - evidence of compliance including suitability of generating plant data supplied	COE 3, BCA App FS	3.1.2	Yes	Generator Compliance			
Pole Slipping Protection	COE 2.2.3.4, SA App FS	3.5	Yes	Generator Compliance			
User Statement of Readiness to Use the GB Transmission System	CONSBAG 5.8	A.3	Yes	Customer Agreements			
Users Familiarity with Balancing mechanism process.		A.8	No	Operations and Trading, Business Systems			
Auditory Services Monitoring		A.9	No	Generator Compliance			
Connection Conditions Compliance Report (Interim) Part 3	CONSBAG 5.5	UDFS	Yes	Generator Compliance			
<b>Before Final Operational Notification:</b>							
Islanding Protection	CC 6.3.15	3.1	Yes	Generator Compliance			
Compliance tests - Governor, AVR/PSS, CC 6.3.3	CC 6.3.3	3.5	Yes	Generator Compliance			
Reactive Capability tests	CC 6.3.2 CC 6.3.4	3.6.1	Yes	Generator Compliance			
Fault Ride Through Compliance	CC 6.3.15	3.6.4	Yes	Generator Compliance			
Connection Conditions Compliance Report (Final)	CC 6/CC 7 & SA 5	UDFS	Yes	Generator Compliance			

**A2: EXAMPLE OF TO AGREEMENT FOR ENERGISATION**

National Grid Electricity Transmission plc

National Grid House

Warwick Technology Park

Gallows Hill

Warwick

CV34 6DA Ref

Ref

Date

Contact

Telephone no

Dear Sirs

[Power Station]– Agreement for Energisation

[TO] and National Grid Electricity Transmission Ltd (NGET) are parties to a TO Construction Agreement dated [date] in respect of [Power Station] (“the Site”) which facilitates the connection of the Site to the National Electricity Transmission System or use of the National Electricity Transmission System in respect of the Site.

NGET has received a **Statement-Certificate** of Readiness (**CSOR**) from the User, and has asked SPT for confirmation that the User Equipment can be energised as specified in the **CSOR** attached to this letter.

[TO] hereby confirms its agreement, that NGET may issue an Energisation Notice consistent with the attached **CSOR**.

Should you require any further information please contact [[TO], telephone [telephone number].

[TO]

**A3: EXAMPLE OF ENERGISATION OPERATIONAL NOTIFICATION**

Date: [ ]

Our Ref: [ ]

Your Ref:

National Grid Electricity  
Transmission plc  
National Grid House  
Warwick Technology Park  
Gallows Hill  
Warwick  
CV34 6DA

For the Attention of [ ]

Company Secretary

[ ]

[ ]

[ ]

[ ]

[ ]

Tel No: 01926-65####  
Fax No: 01926-65####  
Mobile: #####  
#####@nationalgrid.com

**[power station] – Energisation of [xxx ]**

Dear Sir/Madam

**[COMPANY NAME] – ENERGISATION OF [PROJECT NAME] FOR THE PURPOSES OF TAKING DEMAND - EFFECTIVE ON AND FROM [TODAY'S DATE]**

National Grid Electricity Transmission plc (“The Company”) and [Company Name] (the “User”) are parties to a Bilateral Connection Agreement with reference [Agreement Reference] dated [Agreement Date], as amended from time to time, (“the Bilateral Agreement”) and Construction Agreement with reference [Agreement Reference] dated [Agreement Date], as amended from time to time, (“the Construction Agreement”) providing for connection to and use of the National Electricity Transmission System at [Connection Site] substation.

By submission of a Certificate of Readiness to Energise High Voltage Equipment dated [check date] the User notified The Company of its readiness to connect and Energise certain of its User’s Equipment at [Connection Site] [known as and] as identified in such notification on [Today’s Date].

The Company confirms pursuant to [Clause 7.1] of the Construction Agreement that with effect on and from [Today’s Date] the User’s Equipment identified in the Certificate of Readiness to Energise High



Voltage Equipment shall become Operational for the sole purpose of taking Demand in accordance with Paragraph 2.4 of the Connection and Use of System Code (CUSC). Such right is without prejudice to the exercise of any rights that The Company may have under the CUSC, Grid Code, Bilateral Agreement and Construction Agreement, including without limitation the Disconnection and/or De Energisation of the User's Equipment.

Please note that this notification by The Company does not give the User any right to export onto the National Electricity Transmission System and therefore the User's Equipment shall not become Operational for Transmission Entry Capacity pursuant to [Clause 7.2] of the Construction Agreement until The Company has issued an Interim Operational Notification in respect of [Project Name].

Terms defined in the CUSC, the Bilateral Agreement, the Construction Agreement and the Grid Code have the same meaning in this letter.

Should you require any further information regarding this matter please contact [Contract Compliance Manager Name] by telephone on 01926 65[Ext number].

~~EFFECTIVE FROM [xxx]~~

~~Dear Sirs~~

~~National Grid Electricity Transmission plc ("The Company") and [party] are parties to a Bilateral Connection Agreement] [Bilateral Embedded Generation Agreement](the "Bilateral agreement" [and Construction Agreement] (the "Construction Agreement") dated [date] providing for [connection to and] [use of] the National Electricity Transmission System at [connection site] [site of connection].~~

~~You have notified The Company of your readiness to energise [equipment] at [location] on [date].~~

~~The Company confirms that with effect from the [date], the User's [Equipment] for [power station] at [location] can be energised and remain, energised for the sole purpose of Commissioning the User Equipment [and taking demand from the NETS. Such right is without prejudice to the exercise of any rights The Company may have under the Grid Code and Bilateral Agreement, including without limitation the Disconnection and/or De Energisation of the User Equipment.~~

~~Please note that the individual Generating Plant cannot be instructed to synchronise until the Company has issued an Interim Operational Notification in respect of [power station].~~

~~Terms defined in the Connection and Use of System Code (CUSC), the Bilateral Agreement, [the Construction Agreement] and the Grid Code have the same meaning in this letter.~~

~~Should you require any further information regarding this matter please contact [CAM] on telephone number [01926 65XXXX] or e-mail [jo.bloggs]@nationalgrid.com.~~

**A5: EXAMPLE OF INTERIM OPERATIONAL NOTIFICATION DOCUMENT**

Date: [ ]

Our Ref: [ ]

7.1.1.1.1

Your Ref:

National Grid Electricity  
Transmission plc  
National Grid House  
Warwick Technology Park  
Gallows Hill  
Warwick  
CV34 6DA

For the Attention of [ ]

Company Secretary

[ ]

[ ]

[ ]

[ ]

[ ]

Tel No: 01926-65####

Fax No: 01926-65####

Mobile: #####

####@nationalgrid.com

**[PROJECT NAME] POWER STATION – INTERIM OPERATIONAL NOTIFICATION**

**EFFECTIVE FROM [TODAY'S DATE] TO [FUTURE DATE]**

National Grid Electricity Transmission plc (“The Company”) and [Company Name] (the “User”) are parties to a [Bilateral Connection Agreement/Bilateral Embedded Generation Agreement/Bilateral Embedded Licence exemptable Large power station Agreement] with reference [Agreement Reference] dated [Agreement Date], as amended from time to time (the “Bilateral Agreement”) and Construction Agreement with reference [Agreement Reference] dated [Agreement Date], as amended from time to time (the “Construction Agreement”), providing for [connection to and use]/[use] of the National Electricity Transmission System at [Connection Site] substation.

The User has notified The Company of its intention to synchronise [Project Name] on or after [today's date]. Under [Clause 7] of the Construction Agreement, The Company is required to notify the User that the provisions of the Bilateral Agreement and the Construction Agreement have been complied with and that [Project Name] Power Station at the at [Connection Site] substation can therefore become Operational [at a Transmission Entry Capacity (TEC) of xxxMW] (an “Operational Notification”) [subject to the Operational Restrictions in accordance with Clause xx of the Bilateral Agreement].

There are a number of matters which are unresolved at present which must be resolved before The Company can issue a Final Operational Notification (FON) in respect of [ ] Power Station. The current situation is summarised in the attached Schedule of Unresolved Issues. The unresolved matters do not however prevent The Company from issuing an Interim Operational Notification (ION).

The Company therefore confirms the issue of an ION effective from [today's date] to [future date] (the "Term") subject to the condition that significant progress be made towards the resolution of the unresolved issues within the timescales listed in the schedule during the Term. On completion of the Term, The Company will decide whether to issue an ION extension for a fixed period or a FON.

[This ION may be reviewed and reissued pursuant to Clause 7.x of the Construction Agreement in respect of [ ] Power Station becoming Operational at a TEC level above xxxMW.]

This ION is issued without prejudice to the exercise of any rights The Company may have under the Connection and Use of System Code (CUSC), the Grid Code, the Construction Agreement and the Bilateral Agreement, including without limitation the Disconnection and/or De Energisation of the User's Equipment.

Terms defined in the CUSC, the Grid Code, the Construction Agreement and the Bilateral Agreement have the same meaning in this letter.

Should you require any further information regarding this matter, or the attached schedule, please contact Contract Compliance Manager Name], telephone 01926 65[ext number ].

~~[power station ] - Interim Operational Notification~~

~~EFFECTIVE FROM [xxx] TO [xxx]~~

~~Dear Sirs,~~

~~National Grid Electricity Transmission plc ("The Company") and [party ] are parties to a [Bilateral Connection Agreement]/[Bilateral Embedded Generator Agreement]/[Bilateral Embedded Large Licence Exemptable Agreement] (the "Bilateral Agreement") and [Construction Agreement] (the "Construction Agreement") dated [ ] providing for [connection to and use] / [use] of the NETS at [connection Site] [site of Connection ]~~

~~You have notified The Company of your intention to synchronise the [unit/power station ] on or after [day, date ]. Under the [Construction Agreement] [Bilateral Agreement] The Company is required to notify you that the provisions of the Bilateral Agreement [and the Construction Agreement] have been complied with (if that is the case) and that [unit/power station ] at the [Connection Site] [site of connection] can therefore become Operational (an "Operational Notification").~~

~~There are a number of matters which are unresolved at present which must be resolved before The Company can issue a Final Operational Notification (“FON”) in respect of [Connection Site] [site of connection]. The current situation is summarised in the attached Schedule of Unresolved Compliance Issues. The unresolved matters do not however prevent The Company from issuing an Interim Operational Notification (ION).~~

~~The Company therefore confirms the issue of an ION effective from [date \_\_\_\_\_] to [date \_\_\_\_\_] (the “Term”) subject to the condition that significant progress be made towards the resolution of the unresolved issues within the timescales listed in the schedule during the Term. On completion of the Term The Company will decide whether to issue a further ION for a fixed period or an FON.~~

~~This ION is issued without prejudice to the exercise of any rights The Company may have under the Grid Code, the Construction Agreement and Bilateral Agreement, including without limitation the Disconnection and/or De Energisation of the User’s Equipment.~~

~~Terms defined in the CUSC, the Construction Agreement, the Bilateral Agreement and the Grid Code have the same meaning in this letter.~~

~~Should you require any further information regarding this matter or the attached schedule please contact [ \_\_\_\_\_ ], telephone 01926-[ \_\_\_\_\_ ].~~

~~A6: — PROFORMA FOR STATEMENT OF COMPLETENESS (SOC)~~

~~Date: [—————]~~

~~Our ref: [—————]~~

~~Addresses for Service to be extracted from Schedule 1 to STC for relevant NO's~~

~~Dear Sirs~~

~~[Power Station / Site] — Statement of Completeness~~

~~National Grid and [TO] (“the TO”) are parties to a Construction Agreement dated [—————] in respect of the [Power Station / Site (“Site”) which facilitates the connection of the Site to the National Electricity Transmission System (NETS) or use of the NETS in respect of the Site.~~

~~On [—————], and with the agreement of [the TO] dated [—————], The Company issued an Interim Operational Notification (“ION”) in respect of the Site which has subsequently been extended to remain in force until [—————]. The unresolved issues associated with the ION were set out in the ‘Schedule of Unresolved Compliance Issues’ attached to the ION dated [—————] which was sent to the User and copied to the TO. The ION was issued subject to the condition that significant progress be made towards the resolution of the unresolved issues.~~

~~The Company can confirm that these issues have now progressed to the point where it is The Company’s intention to issue a Final Operational Notification (“FON”) for the Site with effect from [—————] subject to the TO’s agreement. Accordingly, The Company requests the TO to indicate their agreement by signing and dating this Statement of Completeness below and returning a copy to The Company. In the event that the TO’s does not agree to the issue of a FON in respect of the Site The Company requests that the TO respond within five business days stating why a FON should not be issued.~~

~~In taking this step The Company confirms that it has passed all the relevant plant performance data to the TO and will maintain this information.~~

~~Signing box for The Company~~

~~Signing box for the TO, in turn~~

**A67: EXAMPLE OF FINAL OPERATIONAL NOTIFICATION**

Date: [ ]

Our Ref: [ ]

Your Ref:

National Grid Electricity  
Transmission plc  
  
National Grid House  
  
Warwick Technology Park  
  
Gallows Hill  
  
Warwick  
  
CV34 6DA

For the Attention of [ ]

Company Secretary

[ ]  
[ ]  
[ ]  
[ ]  
[ ]

Tel No: 01926-65####  
Fax No: 01926-65####  
Mobile: #####  
####@nationalgrid.com

Dear Sirs

**[PROJECT NAME] POWER STATION – FINAL OPERATIONAL NOTIFICATION  
EFFECTIVE FROM [TODAY’S DATE]**

National Grid Electricity Transmission plc (“The Company”) and [Company Name] (the “User”) are parties to a [Bilateral Connection Agreement]/[Bilateral Embedded Generation Agreement]/[Bilateral Embedded Licence exemptable Large power station Agreement]] and Construction Agreement with reference [Agreement Reference] dated [Agreement Date], as amended from time to time, providing for [connection to and use]/[use] of the National Electricity Transmission System at [Connection Site] substation.

On [Actual ION/LON issued date] The Company issued an [Interim/Limited] Operational Notification [“(ION”)/“(LON”)] in respect of [Project Name] Power Station which was to remain in effect until [ check date] (the “Term”). [The [ION/LON] was subsequently extended on [[date] [and [insert subsequent dates]]] to remain in effect until [date] (the “Extended Term”).] The Unresolved Issues associated with the [ION/LON] were set out in the schedule attached to the [ION/LON] [extension]. The [ION/LON] [extension] was issued subject to the condition that significant progress be made towards the resolution of the Unresolved Issues and on completion of the [Term/Extended Term], The Company would decide whether to issue [a further ION/LON]/[an ION/a LON] [extension] for a fixed period or a Final Operational Notification (“FON”).

The Company is pleased to confirm that these issues have now progressed to the point where this FON for [Project Name] Power Station can be issued with effect from [today's date].

Terms defined in the CUSC, the Bilateral Agreement [, the Construction Agreement] and the Grid Code have the same meaning in this letter.

I should like to take this opportunity to wish every success to your Power Station in its future operation.

Should you require any further information regarding this matter please contact [Compliance Account Manager Name], on 01926 65 [ext number].

[ ] at [ ] Power Station - Final Operational Notification

EFFECTIVE FROM [xxx]

National Grid Electricity Transmission plc ("The Company") and [party ] are parties to a [Bilateral Connection Agreement]/[Bilateral Embedded Generator Agreement]/[Bilateral Embedded Large Licence Exemptable Agreement] (the "Bilateral agreement") and [Construction Agreement (the "Construction Agreement")] dated [ ] providing for [connection to and use] / [use] of the National Electricity Transmission System ("NETS") at [Connection site] [site of connection ] as-

On [date ] The Company issued an Interim Operational Notification ("ION") in respect of [ ] Power Station which has subsequently been extended to remain in force until [date ] (the "Term"). The unresolved issues associated with the ION were set out in the 'Schedule of Unresolved Compliance Issues' attached to the letter dated [ ]. The ION was issued subject to the condition that significant progress be made towards the resolution of the unresolved issues and on completion of the Term The Company would decide whether to issue a further ION for a fixed period or a Final Operational Notification ("FON").

The Company is pleased to confirm that these issues have now progressed to the point where an FON for [ ] Power Station can be issued with effect from this [ ]. In taking this step The Company is relying upon your continued co-operation with providing plant performance data as and when system frequency deviations occur.

Terms defined in the CUSC, Bilateral Agreement, Construction Agreement and Grid Code have the same meaning in this letter.

I should like to take this opportunity to wish every success to your Power Station in its future operation.

Should you require any further information regarding this matter please contact [Connection Agreement Manager] on 01926-65####.

**A87: USER DATA FILE STRUCTURE (UDFS)****A89: EXAMPLE UDFS STRUCTURE**

<b>User Data Library - Outline Structure</b>	Lead Role	Indicative Data Sharing	
		NG ET	TO
<b>Part A: Commercial &amp; Legal</b>			
A.1 Signed Legal Agreements	NGET	#	
A.2 Commissioning & Test Programmes			
Connection Site Commissioning & Test Programme	NGET	#	#
Generating Unit Commissioning Program	NGET	#	#
Generator Control Test Procedures and Programme	NGET	#	#
A.3 <del>Statements</del> Certificates of Readiness	NGET	#	#
A.4 TOGA Registration Details	NGET	#	
A.5 Mandatory Services Agreement	NGET	#	
A.6 Codes for Balancing Market Units	NGET	#	
A.7 BMU Registration	NGET	#	
A.8 Balancing Mechanism Process	NGET	#	
A.9 Ancillary Services Monitoring	NGET	#	
<b>Part 1: Safety &amp; System Operation</b>			
1.1 Interface Agreements	TO	#	#
1.2 Safety Rules	TO	#	#
1.3 Local Switching Procedures	TO	#	#
1.4 Earthing	TO	#	#
1.5 Site Responsibility Schedules	TO	#	#
1.6 Operational and Gas Zone Diagrams	TO	#	#



1.7	Site Common Drawings	TO	#	#
1.8	Control Telephony	TO	#	#
1.9	Local Safety Procedures	TO		#
1.10	Safety Co-ordinators	TO		#
1.11	RISSP	TO	#	#
1.12	Telephone Numbers for Joint System Incidents	NGET	#	#
1.13	Contact Details (fax, tel, email)	NGET	#	#
1.14	Local Joint Restoration Plan (incl. black start if applicable)	TO	#	#
1.15	Maintenance Standards	TO	#	#

## B.2 Responsibilities on NGET

- **Nominate a Lead Compliance Representative**
- Forward to the TO the list of Safety Co-ordinators
- Require the exchange of Safety Rules (when the TO and User can not do so)
- Require co-ordination of transmission works (when the TO and User can not do so)
- Produce the Part 1 of the Compliance Monitoring Statement (see Appendix A1), and ensure that the User fully complies with the Compliance Monitoring Statement.
- Require the User to meets technical requirements as set out in the Bilateral Agreement. If the User does not forward this data to the TO, NGET shall ensure that they does so.
- Ensure co-operation between User and TO With respect to the SRS and Operational Diagrams
- Ensure that the User complies with any site specific technical conditions as set out in the Grid Code and the Bilateral Agreement.
- Extract from the UDFS relevant parts and copy to the TO. **Review content within 15 working days.**
- Review any Compliance issues.
- Witness any off load Compliance Testing and Compliance Testing documentation as necessary. Also ensure that off load Compliance Testing and Compliance Testing documentation have occurred / are in place.
- Issue EONs.
- Issue IONs.
- Agree programme of tests following synchronisation.
- Obtain the final UDFS, extract and sent relevant parts to the TO.
- Issue FON.

### B.3 Responsibilities on TO

- **Nominate a lead TO Representative**
- Identify issues affecting the operational capacity of TO assets involved in Compliance Testing.
- Manage Safety on the TO side of the connection boundary
- Confirm to NGET when Safety Rules have been exchanged
- **Review TO elements of the UDFS within 15 working days, providing written feedback.**
- Produce the Part 2 of the Compliance Monitoring Statement (see Appendix A1),
- Manage transmission works, co-ordinate works with Users
- Provide SRS and Operational Diagrams
- Submit technical specification of requirements to NGET

### Appendix C: Abbreviations & Definitions

#### Abbreviations

CUSC	Connection and Use of System Code
<b>COR</b>	<b>Certificate of Readiness</b>
DNO	Distribution Network Operator
EON	Energisation Operational Notification
FON	Final Operational Notification
ION	Interim Operational Notification
SHE-T	Scottish Hydro Electric Transmission plc
SPT	SP Transmission plc
SOC	Statement of Completeness
<del>SOR</del>	<del>Statement of Readiness</del>
STC	System Operator Transmission Owner Code
TO	Transmission Owner
UDFS	User Data File Structure

## 8 Recommendation

Approve that STCP19-3 is amended as per the changes highlighted in the attached.