ANNEX 1: PCR Procedures

Normal Procedures: NOR

Backup Procedures: BUP

Exceptional PCR Market Coupling situations: EXC

Fall Back Procedures: FAL

Operational Procedures: OPE

PCR_NOR_01: Configuration Synchronization

Version	2.4	
Date	25/06/2015 (implementation date)	
Status	☐ Draft	☒ Final

Previous versions

Version	Date	Author	Summary of changes
0.1	22/07/2012	OMIE	Writing PX
0.2	03/10/2012	EPEX	First PX Reviewer
0.3	11/10/2012	BY ALL PXs	during the call 11/10/2012
0.4	11/06/2013	PMO	Quality check for typos
0.5	20/10/2013	EPEX	reviewing
1.0	21/10/2013	PWG	Agreed version
1.1	25/10/2013	PMO	Grammatical revision
2.0	17/01/2014	PWG	Approved at PWG
2.1	26/05/2014	CCB	Approved by CCB
2.2	01/07/2014	PWG	Amended Overview Figure in PWG
2.3	23/07/2014	CCB	Approved by CCB
2.4	06/05/2015	GME	Reviewed for the PMB r8
	12/05/2015	PWG	Reviewed and approved by PWG
	22/06/2015	CCB	Approved by CCB

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1. Introduction

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1.3. Associated Procedures

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of the PCR_NOR_01 process step, the PXs refer to procedure PCR_BUP_01.

2. Procedure

2.1. Preconditions to start

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2.2. General overview

2.3. Process clarification

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2.4. Conditions reached before starting next process

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2.5. Operational manual reference

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PCR_NOR_02: Network Data Sending and Receiving

Version	2.9
Date	17/02/2016 (implementation date)
Status	☐ Draft ☒ Final

Previous versions

Version	Date	Author	Summary of changes
0.1	13/07/2012	EPEX	Writing PX
0.2	…	…	First PX Reviewer
0.3	11/10/2012	BY ALL PXs	during the call 11/10/2012
0.4	11/06/2013	PMO	Quality check for typos
0.5	20/10/2013	EPEX	review
1.0	21/10/2013	PWG	Agreed version
1.1	25/10/2013	PMO	Grammatical revision
2.0	17/01/2014	PWG	Approved at PWG
2.1	27/02/2014	PWG	Updated in PWG call
2.2	11/03/2014	E-mail from CCB	Approved by CCB
2.3	09/04/2014	PWG	Amended by PWG
2.4	26/05/2014	CCB	Approved by CCB.
2.5	27/07/2014	EPEX SPOT	PMB release 7 (cross-check functionality) and renumbering
2.6	26/08/2014	OMIE	Review
2.7	06/10/2014	CCB	Approved in PCR OPSCOM 6/10
2.8	04/05/2015	APX and EPEX	Updated for compatibility with Flow-Based
	18/05/2015	CCB	Approved in PCR OPSCOM 18/05/2015
2.9	15/12/2015	EPEX and GME	Added a clarification for step 7.
	12/01/2016	PWG	Reviewed in PWG
	15/02/2016	OPSCOM	Approved by CCB

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1. Introduction

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██████ **2.9** – Date **17/02/2016** ████████

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1.3. Associated Procedures

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2. Procedure

2.1. Preconditions to start

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2.2. General overview

2.3. Process Clarification

2.4. Conditions reached before starting next process

2.5. Operational manual reference

PCR_NOR_03: Order Data Sending and Receiving

Version	2.4	
Date	23/07/2014	
Status	☐ Draft	☒ Final

Previous versions

Version	Date	Author	Summary of changes
0.1	13/07/2012	EPEX	Writing PX
0.2	...	...	First PX Reviewer
0.3	11/10/2012	BY ALL PXs	during the call 11/10/2012
0.4	11/06/2013	PMO	Quality check PMO typos
0.5	20/10/2013	EPEX	Reviewing
1.0	21/10/2013	PWG	Agreed version
1.1	25/10/2013	PMO	Grammatical revision
2.0	17/01/2014	PWG	Approved at PWG
2.1	09/04/2014	PWG	Amended by PWG
2.2	26/05/2014	CCB	Approved by CCB.
2.3	01/07/2014	PWG	Amended Overview Figure in PWG
2.4	23/07/2014	CCB	Approved by CCB.

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2. Procedure

2.1. Preconditions to start

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2.2. General overview

2.3. Process clarification

2.4. Conditions reached before starting next process

2.5. Operational Manual Reference

PCR_NOR_04: Calculation Process

Version	2.8
Date	07/06/2017 (implementation date)
Status	☐ Draft ☒ Final

Previous versions

Version	Date	Author	Summary of changes
0.1	18/07/2012	Nord Pool Spot As	Writing PX
0.2	11/09/2012	EPEX	First PX Reviewer
0.3	11/10/2012	BY ALL PXs	during the call 11/10/2012
0.4	11/06/2013	PMO	Quality check typos
0.5	20/10/2013	EPEX	Reviewing
1.0	21/10/2013	PWG	Agreed version
1.1	25/10/2013	PMO	Grammatical revision
2.0	17/01/2014	PWG	Approved at PWG
2.1	09/04/2014	PWG	Amended by PWG
2.2	26/05/2014	CCB	Approved by CCB.
2.3	01/07/2014	PWG	Amended Overview Figure in PWG
2.4	23/07/2014	CCB	Approved by CCB.
2.5	17/03/2015 04/05/2015	PWG CCA	Review for Euphemia 9.2. // Approved by PWG Approved by CCA
2.6	11/10/2015 13/10/2015 19/10/2015	EPEX PWG CCA	Reviewed for Euphemia 9.3 by adding new codes Reviewed and approved in PWG Approved by CCA
2.7	19/09/2016	EPEX	Update requested by the ALWG regarding the 403 termination code; Approved by the ALWG
2.8	30/03/2017 15/05/2017	EPEX OPSCOM	Update for Euphemia 10 Reviewed in PWG Approved by CCB

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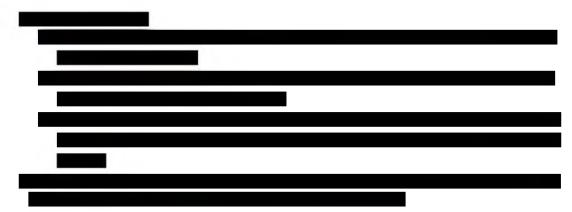| Notice	This document is part of the operational manual of PCR and is governed by Change Control. Any change to this document shall follow the PCR change control procedure. The content of this document might have evolved by the time you read or use this document. Please contact the PCR Change Control Administrator to check that this is the latest version before using this document.

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2. Procedure

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2.2. General overview

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2.5. Operational Manual Reference

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PCR_NOR_05: Results Sharing and Receiving

Version	2.4	
Date	23/07/2014	
Status	☐ Draft	☒ Final

Previous versions

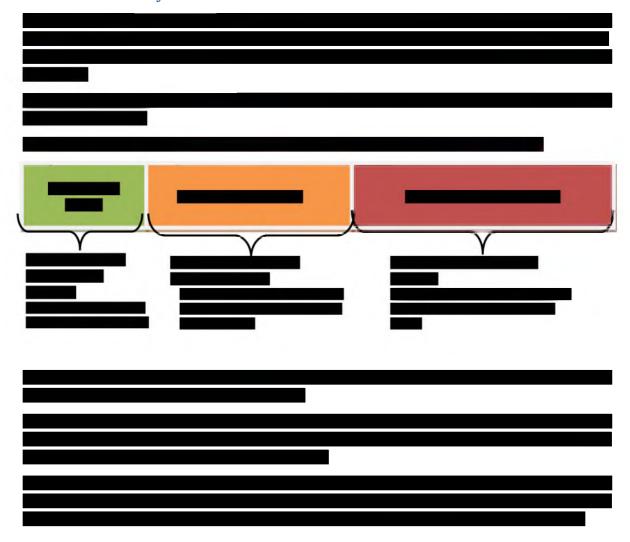| Version	Date	Author	Summary of changes
0.1	18/07/2012	NPS	Writing PX
0.2	…	…	First PX Reviewer
0.3	11/10/2012	BY ALL PXs	during the call 11/10/2012
0.4	11/06/2013	PMO	Quality check typos
1.0	21/10/2013	PWG	Agreed version
1.1	25/10/2013	PMO	Grammatical revision
2.0	17/01/2014	PWG	Approved at PWG
2.1	09/04/2014	PWG	Amended by PWG
2.2	26/05/2014	CCB	Approved by CCB.
2.3	01/07/2014	PWG	Amended Overview Figure in PWG
2.4	23/03/2014	CCB	Approved by CCB.

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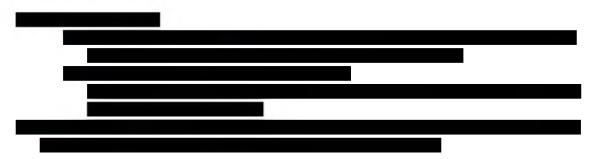| Notice	This document is part of the operational manual of PCR and is governed by Change Control. Any change to this document shall follow the PCR change control procedure. The content of this document might have evolved by the time you read or use this document. Please contact the PCR Change Control Administrator to check that this is the latest version before using this document.

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2. Procedure

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2.2. General overview

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2.4. Conditions reached before starting next process

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2.5. Operational Manual Reference

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PCR_NOR_06: Preliminary Confirmation of the Results

Version	3.2
Date	20/04/2016 (implementation date)
Status	☐ Draft ☒ Final

Previous versions

Version	Date	Author	Summary of changes
0.1	18/07/2012	GME	Writing PX
0.2	…	…	First PX Reviewer
0.3	11/10/2012	BY ALL PXs	during the call 11/10/2012
0.4	11/06/2013	PMO	Quality check typos
0.5	05/08/2013	EPEX	Clarifications, corrections
0.6	20/10/2013	EPEX	Reviewing
1.0	21/10/2013	PWG	Agreed version
1.1	25/10/2013	PMO	Grammatical revision
1.2	16/01/2014	EPEX	Adjustment of publication formula
2.0	17/01/2014	PWG	Approved at PWG
2.1	06/03/2014	Nord Pool	correction
2.2	06/03/2014	PWG	Reviewed in PWG
2.3	11/03/2014	E-mail from CCB	Approved by CCB.
2.4	09/04/2014	PWG	Amended by PWG
2.5	26/05/2014	CCB	Approved by CCB.
2.6	01/07/2014	PWG	Amended by PWG.
2.7	03/07/2014	CCB	Approved by CCB via E-mail
2.8	10/07/2014	OMIE	Updated according to new features in PMB R7.0
2.9	15/07/2014	PWG	Reviewed in PWG
2.10	06/10/2014	CCB	Approved in PCR OPSCOM 6/10
3.0	29/09/2015 16/11/2015	PWG CCB	Removed the reasons of rejection Approved in PCR OPSCOM
3.1	19/02/2016 19/02/2016 22/02/2016	Nord Pool PWG OPSCOM	Name change from NPS to Nord Pool Approved in PWG Approved by CCB
3.2	07/03/2016 22/03/2016 11/04/2016	EPEX and GME PWG OPSCOM	Update of the rules for publishing the Preliminary Results (section 2.3, par. 8) Reviewed and approved in PWG Approved by CCB

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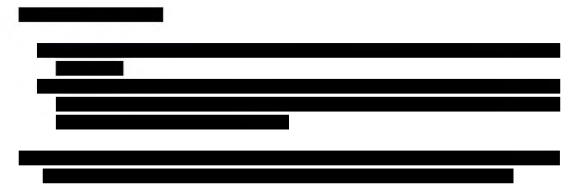| Notice	This document is part of the operational manual of PCR and is governed by Change Control. Any change to this document shall follow the PCR change control procedure. The content of this document might have evolved by the time you read or use this document. Please contact the PCR Change Control Administrator to check that this is the latest version before using this document.

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2. Procedure

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2.2. General overview

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2.3. Process clarification

2.4. Conditions reached before starting next process

2.5. Operational Manual Reference

PCR_NOR_07: Final Confirmation of the Results

Version	2.9
Date	07/10/2014
Status	☐ Draft ☒ Final

Previous versions

Version	Date	Author	Summary of changes
0.1	18/07/2012	GME	Writing PX
0.2	...	...	First PX Reviewer
0.3	11/10/2012	BY ALL PXs	during the call 11/10/2012
0.4	11/06/2013	PMO	Quality check typos
0.5	16/9/2013	OMIE	REVIEW
0.6	20/10/2013	EPEX	Reviewing
1.0	21/10/2013	PWG	Agreed version
1.1	25/10/2013	PMO	Grammatical revision
2.0	17/01/2014	PWG	Approved at PWG
2.1	26/02/2014	OMIE	Clarification on PMB target time for the final confirmation process
2.2	06/03/2014	PWG	Reviewed in PWG
2.3	11/03/2014	E-mail from CCB	Approved by CCB.
2.4	09/04/2014	PWG	Amended by PWG
2.5	26/05/2014	CCB	Approved by CCB
2.6	01/07/2014	PWG	Amended Overview Figure in PWG
2.7	23/07/2014	CCB	Approved by CCB
2.8	10/07/2014	PWG	Updated according to new features in PMB R7.0
2.9	07/10/2014	CCB	Approved in PCR OPSCOM 6/10

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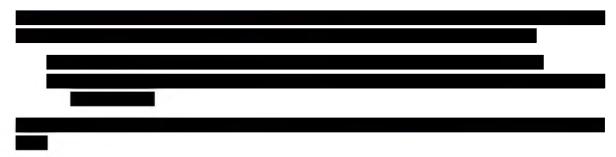| Notice	This document is part of the operational manual of PCR and is governed by Change Control. Any change to this document shall follow the PCR change control procedure. The content of this document might have evolved by the time you read or use this document. Please contact the PCR Change Control Administrator to check that this is the latest version before using this document.

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This procedure will describe the kind of checks that can be performed by each PX with its external parties during this final validation of the results and which can be the reasons for rejecting the final results. Furthermore, some timing requirements will be set for this process.

1.2. Governed / Regulated by

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1.3. Associated Procedures

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2. Procedure

2.1. Preconditions to start

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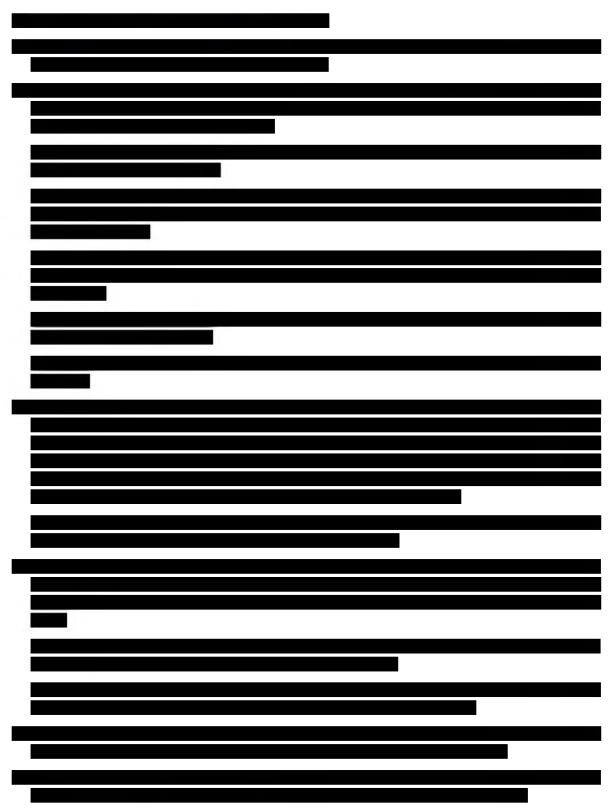███
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2.2. General overview

2.3.   Process clarification

2.4. Conditions reached before starting next process

2.5. Operational Manual Reference

PCR_NOR_08: Daily Report and Euphemia Session Dump

Version	2.6	
Date	10/06/2015	
Status	☐ Draft	☒ Final

Previous versions

Version	Date	Author	Summary of changes
0.1	22/07/2012	OMIE	Writing PX
0.2	11/10/2012	BY ALL PXs	during the call 11/10/2012
0.3	…	…	Second PX Reviewer
0.4	11/06/2013	PMO	Quality check typos
0.5	20/10/2013	EPEX	Reviewing
1.0	21/10/2013	PWG	Agreed version
1.1	25/10/2013	PMO	Grammatical revision
1.2	02/12/2013	PWG	Agreed version
2.0	17/01/2014	PWG	Approved at PWG
2.1	09/04/2014	PWG	Amended by PWG
2.2	26/05/2014	CCB	Approved by CCB
2.3	02/06/2014	EPEX	Updated for RFC 21 Extraction tool
2.4	08/07/2014	PWG	Reviewed by PWG
2.5	23/07/2014	CCB	Approved by CCB
2.6	28/05/2015 08/06/2015	PWG CCB	Update for the Simulation Facility Session Dump Approved by CCB

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2. Daily Report

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2.4. Final state

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2.5. Operational Manual Reference

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Annex 1: Algorithm Dump Collection Tool

ExtractToolv6.zip

PCR_NOR_09: Time to first solution gathering

Version	1.0	
Date	31/01/2019	
Status	☐ Draft	☒ Final

Previous versions

Version	Date	Author	Summary of changes
0.1	14/01/2019	GME	First version
0.2	15/01/2019 21/01/2019 22/01/2019	PWG	Review OPSCOM approval MNA TF approval
1.0	22/01/2019	PWG	Agreed version

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1.3. Associated procedures

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2. Time to first solution collection

2.1. Preconditions to start

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2.2. General overview

2.3. Process clarification

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2.4. Final state

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PCR_BUP_01: Configuration Synchronization

Version	3.3
Date	15/11/2017 (implementation date)
Status	☐ Draft ☒Final

Previous versions

Version	Date	Author	Summary of changes
0.1	31/08/2012	GME	Writing PX
0.2	17/09/2012	EPEX	Review
0.3	11/06/2013	PMO	Quality check typos
0.4	14/10/2013	EPEX	Review
1.0	21/10/2013	PWG	Agreed version
1.1	25/10/2013	PMO	Grammatical revision
2.0	17/01/2014	PWG	Approved at PWG
2.1	02/04/2014	PWG	Amended by PWG
2.2	09/04/2014	E-mail from CCB	Approved by CCB.
2.3	27/04/2014	PWG	Amended by PWG
2.4	26/05/2014	CCB	Approved by CCB
2.5	02/02/2015	EPEX SPOT	Case 3a amended following the January Procedural Test
2.6	23/02/2015	CCB	Approved by CCB
2.7	10/03/2015	PWG	Reviewed and approved by PWG regarding the start of the IC and the change of Coordinator
	15/04/2015	CCB	Approved by CCB
2.8	06/05/2015	GME	Reviewed for the PMB r8
	12/05/2015	PWG	Reviewed and approved by PWG
	22/06/2015	CCB	Approved by CCB
2.9	10/07/2015	EPEX SPOT	Change of PMB Target Time from 09:15 to 09:02
		PWG	Approval via email
	13/07/2015	CCB	Approved by CCB
3.0	03/11/2015	EPEX SPOT	Added risk case 4f (Algorithm version not found)
		PWG	Reviewed in PWG
	16/11/2015	CCB	Approved in PCR OPSCOM
3.1	12/01/2016	EPEX SPOT	Minor corrections of Case 4
		PWG	Reviewed in PWG
3.2	19/12/2016	EPEX SPOT	Corrected the wrong reference of sending files by email (Case 2).
	06/03/2017	OPSCOM	Approved by CCB
3.3	05/04/2017	EPEX SPOT	Minor correction in Case 4.

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1.1. Purpose

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1.3. Associated procedures

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2. Procedure

2.1. General overview

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2.2. Process Clarification

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Case 1: Problem in starting the Market Coupling Session

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Case 2: Problem in starting the Configuration Synchronization process

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Case 3: The Configuration Synchronization step cannot be completed (one or more PMBs offline)

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2.3.   Incident investigation management

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2.4.   Operational manual reference

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PCR_BUP_02: Network Data Sending and Receiving

Version	3.3
Date	18/10/2016 (implementation date)
Status	☐ Draft ☒ Final

Previous versions

Version	Date	Author	Summary of changes
0.1	20/08/2012	AE	Writing PX
0.2	24/09/2012	GME	Reviewed according to the Physical meeting of 18/09/2012
0.3	25/02/2013	EPEX SPOT	Added case when Network Data is received between 11:45 and 12:00
0.4	21/05/2013	Procedures TF	Review
0.5	29/05/2013	EPEX SPOT	Review
0.6	12/06/2013	PMO	Quality check typos
0.7	08/07/2013	PWG	Rewrite the principles of sending files in backup mode. Clarify the steps to change the PMB GCT. Clarify the cross checking validation when the values had been confirmed before in PMB.
0.8	26/09/2013	GME	Minor changes following Procedural test
0.9	17/10/2013	EPEX SPOT	Review
1.0	21/10/2013	PWG	Agreed version
1.1	25/10/2013	PMO	Grammatical revision
2.0	17/01/2014	PWG	Approved at PWG
2.1	28/07/2014	EPEX SPOT	PMB release 7 (cross-check functionality) and renumbering
2.2	26/08/2014	OMIE	Review
2.3	28/07/2014	EPEX SPOT	Review following the Procedural tests for PMB v7
2.4	15/09/2014	PWG	Reviewed in PWG after testing in week 37
2.5	30/09/2014	PWG	Reviewed in PWG after testing in week 39
2.6	06/10/2014	CCB	Approved in PCR OPSCOM 6/10
2.7	03/02/2015 18/03/2015 15/04/2015	PWG CCB	Added remark for Case 2.3.a) Minor review of 2.3.a.3) following March test Approved by CCB
2.8	04/05/2015 18/05/2015	APX and EPEX CCB	Updated for compatibility with Flow-Based Approved by CCB
2.9	03/11/2015 16/11/2015	EPEX PWG CCB	Updated the rules of sending files in backup mode Reviewed in PWG Approved in PCR OPSCOM
3.0	01/12/2015 15/12/2015 04/01/2016	EPEX PWG OPSCOM	Updated the principles of exchanging files in backup mode Reviewed and approved in PWG Approved by CCB

Version	Date	Author	Summary of changes
3.1	26/01/2016	EPEX	Update of Case 6.1 – Added a reference to the Table B of the Annex to PCR_FAL_02
		PWG	Reviewed and approved in PWG
	05/02/2016	OPSCOM	Approved by CCB
3.2	23/02/2016	EPEX	Clarification of Case 3.1, following the PCR test of 10.02.2016
	15/03/2016	PWG	Reviewed and approved in PWG
	11/04/2016	OPSCOM	Approved by CCB
3.3	15/09/2016	GME	Updated for the PMB 9 (RfC 205)
	20/09/2016	PWG	Approved in PWG
	10/10/2016	OPSCOM	Approved by CCB

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2. Procedure

2.1. General overview

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Table 1: Risk Cases associated with the Network Data process

2.2. Process clarification

Case 1: Problem in receiving its own Network Data in the Local PMB

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██████████████████████████████ *al (User Guide provided by Unicorn)*

PCR_BUP_03: Order Data Sending and Receiving

Version	2.7	
Date	28/02/2018	
Status	☐ Draft	☒ Final

Previous versions

Version	Date	Author	Summary of changes
0.1	20/08/2012	AE	Writing PX
0.2	12/06/2013	PMO	Quality check typos
0.3	08/07/2013	PWG	Rewrite the principles of sending files in backup mode.
0.4	17/10/2013	EPEX SPOT	Review
1.0	21/10/2013	PWG	Agreed version
1.1	25/10/2013	PMO	Grammatical revision
2.0	17/01/2014	PWG	Approved at PWG
2.1	13/01/2015	PWG	Clarification added to what happens when no MPLS connection between any of the PXs Approved by PWG
2.2	23/02/2015	CCB	Approved by CCB
2.3	03/02/2015	PWG	Added remark for Section 2.3.a) Approved by PWG
	15/04/2015	CCB	Approved by CCB
2.4	03/11/2015	EPEX	Updated the rules of sending files in backup mode
		PWG	Reviewed in PWG
	16/11/2015	CCB	Approved in PCR OPSCOM
2.5	07/12/2015	EPEX	Updated the principles of exchanging files in backup mode
	15/12/2015	PWG	Approved by PWG
	07/01/2016	OPSCOM	Approved by CCB
2.6	26/01/2016	EPEX	Update of Case 6 – Added a reference to the Table B of the Annex to PCR_FAL_02
		PWG	Reviewed and approved in PWG
	15/02/2016	OPSCOM	Approved by CCB
2.7	18/12/2017	PWG	Update of Case 5 – Manual Mode inclusion. Link to the Annex in PCR_FAL_02
		PWG	Reviewed and approved in PWG
	19/02/2018	OPSCOM	Approved by CCB

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1. Introduction

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2. Procedure

2.1. General overview

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2.2.　　**Process clarification**

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Case 1: Problem in receiving the Order Data in the Local PMB

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Case 2: Problem in validating the Order Data by the Local PMB

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Case 3: Problem in distributing the Order Data to the Cloud

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Case 4: Problem in receiving the Order Data

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Case 5: New version of Order Data received in the PMB

Case 6: Order Data still missing in the PMB at 12:10 (PMB GCT)

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Case 7: Order Data still missing in the PMB Coordinator at 12:40

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Case 8: Order Data step not set to Completed in PMB even if all files are received and the PMB Target Time is reached

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2.3.   Incident investigation management

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2.4.   Operational Manual Reference

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PCR_BUP_04: Calculation Process

Version	3.8	
Date	28/02/2018	
Status	☐ Draft	☒ Final

Previous versions

Version	Date	Author	Summary of changes
0.1	20/08/2012	EPEX SPOT	Writing PX
0.2	11/09/2012	EPEX SPOT	First PX Reviewer
0.3	01/10/2012	EPEX SPOT	Reviewed according to the Physical meeting of 18/09/2012
0.4	12/2012, 03/2013 and 05/2013	PWG	PWG calls reviewed
0.5	18/10/2013	EPEX SPOT	EPEX SPOT Review
1.0	21/10/2013	PWG	Agreed version
1.1	25/10/2013	PMO	Grammatical revision
2.0	17/01/2014	PWG	Approved at PWG
2.1	02/04/2014	PWG	Amended by PWG
2.2	09/04/2014	CCB	Approved by CCB
2.3	29/04/2014	PWG	Amended by PWG
2.4	26/05/2014	CCB	Approved by CCB
2.5	09/12/2014	PWG	Approved by PWG
2.6	14/02/2015	PWG	Review of Case 6
2.7	23/02/2015	CCB	Approved by CCB
2.8	07/04/2015 15/04/2015	EPEX SPOT PWG CCB	Review of Case 5 following production incidents Reviewed and approved by the PWG Approved by CCB
2.9	28/04/2015 19/05/2015 10/06/2015 22/06/2015	GME and EPEX SPOT PWG PWG CCB	Update for the PMB v8 Reviewed and approved by the PWG Updated during the PMB v8 tests Approved by CCB
3.0	01/07/2015 28/07/2015 24/08/2015	PWG PWG CCB	Minor correction in 5.1.b), point i Review of Case 7 following production incidents Approved by CCB
3.1	13/10/2015 19/10/2015	PWG CCB	Reviewed in PWG for Euphemia 9.3 Approved by CCB
3.2	20/10/2015 27/10/2015	EPEX SPOT PWG	Minor review for the curtailment mitigation issue Reviewed and approved in PWG

Version	Date	Author	Summary of changes
	26/10/2015	CCB	Approved by CCB
3.3	15/04/2016 18/04/2016	EPEX SPOT OPSCOM	Update for Euphemia 9.4 (removal of the curtailment LCF) Approved by CCB
3.4	11/05/2016 13/06/2016	EPEX SPOT OPSCOM	Minor clarification of Case 5 following the mock test with n-Side of April 28th Approved by CCB
3.5	06/02/2017 06/03/2017	EPEX SPOT OPSCOM	Update needed following the PCR Test of 20.07.2016: to cover the situation where the Algorithm does not start only for a Non-Coordinator and to add a new case for when the Algorithm is down during the calculation process. Update needed following the PCR Test of 07.09.2016: Renaming the title of Case 5 in order to make it sound more generic: "Calculation is ongoing even if the Calculation Time Limit is exceeded". Approved by CCB
3.6	30/03/2017 15/05/2017	EPEX OPSCOM	Update for Euphemia 10 Reviewed in PWG Approved by CCB
3.7	11/10/2017	EPEX SPOT	Update following the PCR test of October 11th. Updated case: 5.1.a)
3.8	18/12/2017 19/02/2018	PWG PWG OPSCOM	Update of Case 4 – Added a link to the Annex in PCR_FAL_02 Reviewed and approved in PWG Approved by CCB

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1. Introduction

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2. Procedure

2.1. General overview

2.2.   Process clarification

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Case 1: The Coordinator PMB is down.

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Case 2: Calculation cannot start because of an Algorithm technical issue.

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Case 3: Calculation cannot start because the Algorithm indicates a problem in validating the input data.

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3.1. *If the IC succeeds to determine before 12:20 which PX has sent the invalid input data*

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3.2. *If the IC cannot determine before 12:20 which PX has sent the invalid input data*

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Case 4: Calculation needs to be manually stopped because of incorrect Order Data or Network Data

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Case 5: Calculation is still ongoing even if the Calculation Time Limit is exceeded

[redacted]

5.1. If the Coordinator's Calculation is ongoing even if the Calculation Time Limit is exceeded

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5.2. If a Non-Coordinator's Calculation is ongoing even if the Calculation Time Limit is exceeded but the Coordinator has already found a valid solution

[redacted]

Case 6: Calculation cannot proceed due to an Algorithm technical issue.

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Case 7: Calculation is finished with an unexpected error

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Case 8: Calculation is finished successfully but the PMB calculation process remains *Active*

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Case 9: Calculation step not set to *Active* even if all files are received and the PMB Target Time is reached

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2.3.　Incident investigation management

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2.4.　Operational manual reference

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PCR_BUP_05: Results Sharing and Receiving

Version	2.4
Date	17/02/2016 (implementation date)
Status	☐ Draft ☒ Final

Previous versions

Version	Date	Author	Summary of changes
0.1	19/08/2012	OMIE	Writing PX
0.2	17/09/2012	EPEX	First PX Reviewer
0.3	01/7/2013	PWG	Reviewed the comments provide by PVD
0.4	8/7/2013	PWG	Rewrite the principles of sending files in backup mode.
0.5	19/10/2013	EPEX	Review
1.0	21/10/2013	PWG	Agreed version
1.1	25/10/2013	PMO	Grammatical revision
2.0	17/01/2014	PWG	Approved at PWG
2.1	03/02/2015 15/04/2015	PWG CCB	Added remark for Case 2.3.a) Approved by CCB
2.2	03/11/2015 16/11/2015	EPEX PWG CCB	Updated the rules of sending files in backup mode Reviewed in PWG Approved in PCR OPSCOM
2.3	07/12/2015	EPEX	Updated the principles of exchanging files in backup mode
2.4	31/01/2016 09/02/2016 15/02/2016	EPEX PWG OPSCOM	Update of Case 1 and 2 Reviewed in PWG Approved by CCB

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1. Introduction

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1.1. Purpose

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1.2. Governed / Regulated by

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1.3. Associated procedures

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2. Procedure

2.1. General overview

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2.2. Process clarification

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Case 1: Problem in distributing the Results from the Coordinator PMB to the Cloud

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Case 2: Problem in receiving the PCR Coordinator Results from the Cloud in Local PMB

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[REDACTED]

Case 3: Problem in sending the PCR Coordinator Results to the Local PX IT System

[REDACTED]

Case 4: Problem in sending the Shadow Results from the Local PMB to the Local PX IT System

[REDACTED]

2.3. Incident investigation management

[REDACTED]

2.4. Operational manual reference

[REDACTED]

PCR_BUP_06: Preliminary Confirmation of the Results

Version	3.3	
Date	15/11/2017 (implementation date)	
Status	☐ Draft	☒ Final

Previous versions

Version	Date	Author	Summary of changes
0.1	20/08/2012	Nord Pool	Writing PX
0.2	11/11/2012	EPEX	First PX Reviewer
0.3	12/06/2013	EPEX	Second PX Reviewer
0.4	5/7/2013	GME/PWG	Deem rejection Rewrite the principles of sending files in backup mode.
0.5	30/09/2013 19/10/2013	EPEX	Review and new case added
1.0	21/10/2013	PWG	Agreed version
1.1	25/10/2013	PMO	Grammatical revision
2.0	17/01/2014	PWG	Approved at PWG
2.1	10/07/2014	OMIE	Updated according to new features in PMB R7.0
2.2	22/07/2014	PWG	Amended in PWG
2.3	09/09/2014	EPEX	Review following the Procedural tests for the PMB v7
2.4	15/09/2014	PWG	Reviewed after testing week 37
2.5	06/10/2014	CCB	Approved in PCR OPSCOM 6/10
2.6	03/02/2015 15/04/2015	PWG CCB	Added remark for Case 2.3.a) Approved by CCB
2.7	04/08/2015 21/09/2019	PWG OPSCOM	Review of the reasons of rejection accepted in the Preliminary Confirmation files. Decision to remove one of the reasons: Lack of input data in a Non-Coordinator PMB. Approved by OPSCOM after the SC approved the amendment of the Cooperation Agreement.
2.8	07/12/2015 15/12/2016 04/01/2016	Nord Pool & EPEX PWG OPSCOM	Updated the principles of exchanging files in backup mode Approved in PWG Approved by CCB
2.9	19/02/2016 19/02/2016 22/02/2016	Nord Pool PWG OPSCOM	Name change from NPS to Nord Pool Approved in PWG Approved by CCB
3.0	15/09/2016 20/09/2016 10/10/2016	GME PWG OPSCOM	Updated for the PMB 9 (RfC 205) Approved in PWG Approved by CCB
3.1	19/12/2016 06/03/2017	EPEX SPOT OPSCOM	Update of Case 10, b) following the PCR test of 22.06.2016 Approved by CCB
3.2	02/05/2017 09/05/2017 15/05/2017	OMIE and EPEX PWG OPSCOM	Update following the coordinated PCR Mock test with n-Side of 05.04.2017 Reviewed and approved in PWG Approved by CCB
3.3	13/06/2017	OMIE	Update following Procedural Tests of 24.05.2017 and 12.07.2017

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1.   Introduction

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1.1. Purpose

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1.2. Governed / Regulated by

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1.3. Associated procedures

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2.   Procedure

2.1. General overview

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Table 1: Risk Cases associated with the Preliminary Confirmation process

2.2. Process clarification

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Case 1: PX cannot perform the validation of the Results during the Preliminary Confirmation sub-process due to a technical issue

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Case 2: PX cannot generate the Preliminary Confirmation file (positive or negative)

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Case 3: PX cannot send the Preliminary Confirmation to the Local PMB

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Case 4: Local PMB is down

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Case 5: Problem in distributing the Preliminary Confirmation to the Cloud

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Case 6: Problem in receiving a Preliminary Confirmation for a Non-Coordinator

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Case 7: One or more PXs reject the Results by sending a negative Preliminary Confirmation

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Case 8: Positive Preliminary Confirmation cannot be generated after having sent a negative Preliminary Confirmation

Case 9: One or more Preliminary Confirmation files missing in the Coordinator PMB at the PMB Target Time

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Case 11: Problem in distributing the Global Preliminary Confirmation from the Coordinator PMB to the Cloud

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Case 12: Problem in receiving the Global Preliminary Confirmation in all PMBs

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2.3. IDs for the reasons of rejecting the Results through the Preliminary Confirmation

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2.4. Incident investigation management

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2.5. Operational Manual Reference

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PCR_BUP_07: Final Confirmation of the Results

Version	3.2
Date	15/11/2017 (implementation date)
Status	☐Draft ☒Final

Previous versions

Version	Date	Author	Summary of changes
0.1	20/08/2012	NPS	Writing PX
0.2	11/11/2012	EPEX	First PX Reviewer
0.3	8/7/2013	PWG	Rewrite the principles of sending files in backup mode
0.4	25/9/2013	OMIE	Deemed rejection
0.5	30/09/2013	EPEX	Review
0.6	19/10/2013	EPEX	Review and new case added
1.0	21/10/2013	PWG	Agreed version
1.1	25/10/2013	PMO	Grammatical revision
1.2	19/11/2013	EPEX	NEW
1.3	10/01/2014	EPEX	Clarifications Case 6
2.0	17/01/2014	PWG	Approved at PWG
2.1	16/06/2014	PWG	Correction of error in Case 7b
2.2	11/07/2014	OMIE	Updated according to new features in PMB R7.0
2.3	22/07/2014	PWG	Amended and approved at PWG
2.4	11/09/2014	EPEX	Review following the Procedural tests for the PMB v7
2.5	15/09/2014	PWG	Reviewed after testing in week 37
2.6	30/09/2014	PWG	Reviewed after testing in week 39
2.7	06/10/2014	CCB	Approved in PCR OPSCOM 6/10
2.8	03/02/2015 15/04/2015	PWG CCB	Added remark for Case 2.3.a) Approved by CCB
2.9	07/12/2015 15/12/2015 04/01/2016	NPS & EPEX PWG OPSCOM	Updated the rules of sending files in backup mode Approved by PWG Approved by CCB
3.0	15/09/2016 20/09/2016 10/10/2016	GME PWG OPSCOM	Updated for the PMB 9 (RfC 205) Approved in PWG Approved by CCB
3.1	28/01/2017 06/03/2017	EPEX SPOT OPSCOM	Added a reference to the InC_02c message in Case 6. Approved by CCB
3.2	13/06/2017	OMIE	Update following Procedural Test 24.05.2017

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1. Introduction

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1.1. Purpose

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1.2. Governed / Regulated by

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1.3. Associated procedures

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2. Procedure

2.1. General overview

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Table 1: Risk Cases associated with the Final Confirmation process

2.2. Process clarification

Case 1: PX cannot generate the Final Confirmation file (positive or negative)

Case 1: PX cannot generate the Final Confirmation file (positive or negative)

Case 2: PX cannot send the Final Confirmation to the Local PMB

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Case 3: Local PMB is down

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Case 4: Problem in distributing the Final Confirmation to the Cloud

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Case 5: Problem in receiving a Final Confirmation for a Non-Coordinator

Case 6: One or more PXs reject the Results by sending a negative Final Confirmation (not later than 13:50)

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Case 7: Positive Final Confirmation cannot be generated after having sent a negative Final Confirmation

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Case 8: One or more Final Confirmations missing in the Coordinator PMB at the PMB Target Time

Case 9: Positive Global Final Confirmation cannot be generated by the PMB.

Case 10: Problem in distributing the Global Final Confirmation from the Coordinator PMB to the Cloud

Case 11: Problem in receiving the Global Final Confirmation in all PMBs

2.3. IDs for the reasons of rejecting the Results through the Final Confirmation

2.4. Incident investigation management

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2.5. Operational Manual Reference

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PCR_BUP_08: Daily Report & Euphemia Session Dump

Version	2.3	
Date	23/07/2014	
Status	☐ Draft	☒ Final

Previous versions

Version	Date	Author	Summary of changes
0.1	03/09/2012	GME	Writing PX
0.2	17/09/2012	EPEX	Review
0.3	10/10/2012	APXENDEX	
1.0	21/10/2013	PWG	Agreed version
1.1	25/10/2013	PMO	Grammatical revision
2.0	17/01/2014	PWG	Approved at PWG
2.1	02/06/2014	EPEX	Updated for RFC 21 Extraction tool
2.2	01/07/2014	PWG	Reviewed by PWG
2.3	23/07/2014	CCB	Approved by CCB

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1.1. Purpose

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1.2. Governed / Regulated by

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1.3. Associated Procedures

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2. Daily Report

2.1. General overview

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2.2. Process clarification

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2.3. Operational Manual Reference

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3.   Euphemia Session Dump

3.1.   General Overview

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3.2   Process Clarification

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PCR_FAL_01: Incident Committee

Version	4.2	
Date	28/02/2018	
Status	☐ Draft	☒ Final

Previous versions

Version	Date	Author	Summary of changes
0.1	05/09/2012	APX	Writing PX
0.2	23/01/2013	EPEX	First PX Reviewer
0.3	18/5/2013	OMIE	Added decoupling table timings
0.4	22/06/2013 & 10/09/2013	EPEX	Reviewed and added clarifications
1.0	21/10/2013	PWG	Agreed version
1.1	25/10/2013	PMO	Grammatical revision
1.2	13/01/2014	EPEX	GoToMeeting guidelines
2.0	17/01/2014	PWG	Approved at PWG
2.1	02/04/2014	PWG	Amended by PWG
2.2	09/04/2014	E-mail from CCB	Approved by CCB.
2.3	13/05/2014	PWG	Amended to PWG
2.4	26/05/2014	CCB	Approved by CCB.
2.5	12/08/2014	PWG	Added details on how to activate the IC Backup numbers, and reporting of all incidents with Primary IC numbers to OMIE
2.6	18/08/2014	CCB	Approved by CCB 18 August
2.7	21/10/2014	PWG	Included backup for backup numbers. Approved in by PWG
2.8	04/11/2014	PWG	Included information on Ad-hoc OPSCOM Approved in PWG
2.9	1/12/2014	CCB	Approved by CCB
3.0	3/12/2014	EPEX	Added reference to InC_08 and PCR_OPE_02; Minor typo corrections and removing redundant info regarding Ad-hoc OPSCOM
3.1	9/12/2014	PWG	Approved by PWG
3.2	21/12/2014	CCB	Approved by CCB
3.3	13/02/2015 10/03/2015	EPEX PWG	Minor clarification regarding the end of the IC Reviewed and approved by the PWG
3.4	07/04/2015	EPEX PWG	Clarification of the rules for inviting the TSOs to the IC Reviewed and approved
3.5	10/07/2015 21/07/2015 07/09/2015	N2EX, EPEX PWG CCB	Replaced GTM with JoinMe Reviewed by PWG Approved by CCB
3.6	26/01/2016 15/02/2016	PWG OPSCOM	Correction of time to start the Ad-Hoc OPSCOM (15:30 instead of 16:00) Approved by CCB
3.7	19/02/2016 19/02/2016 22/02/2016	Nord Pool PWG OPSCOM	Name change from NPS to Nord Pool Approved in PWG Approved by CCB

Version	Date	Author	Summary of changes
3.8	14/03/2016 & 11/04/2016	EPEX SPOT	Added section 2.4 regarding the PCR Incident Management Report and 2.5 regarding issues for which an IC is not triggered
	12/04/2016	PWG	Reviewed and approved by the PWG
	11/04/2016	OPSCOM	Approved by CCB
3.9	19/07/2016	PWG	Removed N2EX from the IC Report template (RfC 194)
4.0	27/08/2016	EPEX SPOT	Removed APX from the IC Report template (RfC 211)
		PWG	Approved in PWG
4.1	14/11/2016	EPEX SPOT and TGE	Update for RfC 219 – Added TGE
4.2	25/01/2018	OMIE	Update the time to invite TSOs from 12:10 to 12:15 due to late Order Data (RfC 264)
		PWG	Approved in PWG

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1. Introduction

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1.1. Purpose

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1.3. Associated procedures
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2. Procedure

2.1. General overview

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2.1.1. Incident Committee deadlines

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2.1.2. Parties involved in the Incident Committee

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2.1.4. Incident Committee outside the Market Coupling Session

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2.1.5. When to start and end an Incident Committee

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2.1.6.   Incident Committee process

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2.2.   Process clarification

Step 1: PCR Coordinator initiates the Incident Committee

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Step 2: Participants join the Incident Committee conference call

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Step 3: Start of the Incident Committee and good behaviour rules

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Step 4: Quick technical analysis of the issue

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Step 5: Identification and agreement on the solution to apply

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Step 6: Implementation of the agreed solution

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Step 7: PCR Coordinator declares the end of the Incident Committee and a decision is taken regarding the Ad-hoc OPSCOM

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2.3. Incident Committee Report

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2.4. PCR Incident Management Report

2.5. Issues for which an Incident Committee is not triggered

Annex I to PCR_FAL_01 – Incident Committee Report template

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INCIDENT DESCRIPTION

PROPOSED SOLUTION & DISCUSSIONS

DECISION

OTHER ISSUES

REPORT APPROVAL DATE	

Annex II to PCR_FAL_01 – JoinMe Guidelines

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PCR_FAL_02: Partial and Full Decoupling

Version	3.3
Date	30/09/2018 (implementation date)
Status	☐ Draft ☒ Final

Previous versions

Version	Date	Author	Summary of changes
0.1	05/09/2012	GME	Writing PX
1.0	21/10/2013	PWG	Agreed version
1.1	25/10/2013	PMO	Grammatical revision
1.2	25/11/2013	EPEX SPOT	Added Annex II for SWE Startup phase
2.0	17/01/2014	PWG	Approved at PWG
2.1	02/04/2014	PWG	Amended by PWG
2.2	09/04/2014	E-mail from CCB	Approved by CCB
2.3	15/04/2014	EPEX SPOT	Updated for SWE Go Live
2.4	14/04/2014	PWG	Reviewed and approved by PWG
2.5	13/05/2014	PWG	Updated Annex I for PMB R6.2.5
2.6	03/06/2014	CCB	Approved by CCB 3 June
2.7	12/08/2014	PWG	Corrections made in Annex I and Annex II with regards to the Partial Decoupling of Virtual Brokers containing cross-checked lines.
2.8	15/08/2014	Nord Pool	Updated according to new features in PMB R7.0
2.9	15/08/2014	PWG	Amended by PWG
2.10	18/08/2014	CCB	Approved by CCB 18 August
2.11	18/08/2014	OMIE	Updated OMIE table in Annex I
2.12	15/09/2014	PWG	Reviewed in PWG after testing in week 37
2.13	30/09/2014	PWG	Reviewed in PWG after testing in week 39
2.14	06/10/2014	CCB	Approved in PCR OPSCOM 6/10
2.15	09/10/2014 15/04/2015	EPEX SPOT and GME CCB	Update for the IBWT Go Live Approved by CCB
2.16	28/04/2015 01/06/2015	EPEX SPOT PWG CCB	Update of Table 1 (steps 3 and 12) following tests Reviewed and approved in PWG Approved by CCB
2.2	03/11/2015 16/11/2015	EPEX PWG CCB	Review following procedural tests Reviewed in PWG Approved in PCR OPSCOM
2.3	11/01/2016 12/01/2016 15/02/2016	EPEX SPOT PWG OPSCOM	Added a reference to ExC_03b message Reviewed in PWG Approved by CCB
2.4	19/02/2016 19/02/2016 22/02/2016	Nord Pool PWG OPSCOM	Name change from NPS to Nord Pool Approved in PWG Approved by CCB
2.5	16/05/2016 30/05/2016 13/06/2016	EPEX SPOT PWG OPSCOM	Minor clarification of Table 1, step 6, following the procedural test of May 11th. Approved in PWG Approved by CCB
2.6	18/07/2016 19/07/2016 29/08/2016	Nord Pool PWG OPSCOM	Update due to N2EX becoming a Virtual Broker under Nord Pool PMB (RfC 194) Reviewed and approved in PWG Approved by CCB

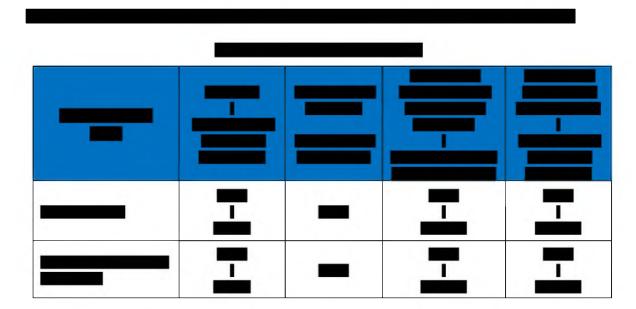| Version	Date	Author	Summary of changes
2.7	15/09/2016	GME	Updated for the PMB 9 (RfC 205)
	20/09/2016	PWG	Approved in PWG
	10/10/2016	OPSCOM	Approved by CCB
2.8	27/08/2016	EPEX SPOT	Updated for RfC 211 – Removal of APX PMB and restructuring of EPEX PMB into two VBs (EPEX CWE and EPEX GB)
	27/12/2016	OPSCOM	Approved by CCB (implementation date: 24.01.2017)
2.9	12/02/2017	EPEX SPOT	Updated following the PCR test of 08.02.2017 – Clarified the conditions to close the IC in case of Partial Decoupling.
3.0	13/02/2017	EPEX SPOT and TGE	Update for RfC 219 and 235 – Added TGE
	09/05/2017	OMIE	Update following PCR-MRC test 19/04/2017 - Table 1 Step 7 clarification
	23/05/2017	PWG	Approved in PWG
3.1	29/05/2018	GME	Updated for the Go Live of HR-SI with a new Virtual Broker for CROPEX, operated by Nord Pool for Go-Live June 19th, 2018
	29/05/2018	PWG	Approved in PWG
3.2	18/01/2017	EPEX SPOT	Update for adding SEMOpx as a new Virtual Broker for Go-Live 1st October 2018
3.3	12/06/2018	EPEX SPOT	Updated with the DE-AT split

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Notice	This document is part of the operational manual of PCR and is governed by Change Control. Any change to this document shall follow the PCR change control procedure. The content of this document might have evolved by the time you read or use this document. Please contact the PCR Change Control Administrator to check that this is the latest version before using this document.

1. Introduction

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1.1. Purpose

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1.3. Associated procedures

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2. Procedure

2.1. Partial Decoupling

2.1.1. General overview

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2.1.2.   Process clarification

2.2.   Full Decoupling

2.2.1.   General overview

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2.2.2.   Process clarification

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2.3. Post-decoupling actions

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2.4. Partial/ Full Decoupling known in advance guidelines

2.5. Operational Manual Reference

Annex to PCR_FAL_02 – Partial Decoupling at the VB level responsibilities

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Table B – Partial Decoupling – Impact at the VB level

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PXs actions in case a VB is decoupled

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PCR_EXC_01: Abort and Restart of the Market Coupling Session

Version	2.2	
Date	23/02/2015	
Status	☐ Draft	☒ Final

Previous versions

Version	Date	Author	Summary of changes
0.1	07/09/2012	GME	Writing PX
0.2	…	…	First PX Reviewer
0.3	…	…	Second PX Reviewer
1.0	21/10/2013	PWG	Agreed version
1.1	25/10/2013	PMO	Grammatical revision
2.0	17/01/2014	PWG	Approved at PWG
2.1	09/12/2014	PWG	Restart MCS review, Approved in the PWG
2.2	23/02/2015	CCB	Approved by CCB

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Notice	This document is part of the operational manual of PCR and is governed by Change Control. Any change to this document shall follow the PCR change control procedure. The content of this document might have evolved by the time you read or use this document. Please contact the PCR Change Control Administrator to check that this is the latest version before using this document.

1. Introduction

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1.2. Governed / Regulated by

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1.3. Associated procedures

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2. Procedure

2.1. General overview

Table 2 - Restart of the Market Coupling Session

Table 3 - Create a new Market Coupling Session

2.2. Process clarification

Abort of the Market Coupling Session

Restart of the Market Coupling Session

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Create a new Market Coupling Session

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PCR_EXC_02: Disaster Recovery Site

Version	2.0	
Date	17/01/2014	
Status	☐ Draft	☒ Final

Previous versions

Version	Date	Author	Summary of changes
0.1	03/09/2012	APXENDEX	Writing PX
0.2	03/03/2013	APX	small update as discussed on 27-02-2013
0.3	12/03/2013	NPS	Second PX Reviewer, Comments marked FRO
0.4	12/06/2013	OMIE	Merged all comments
1.1	06/11/2013	PWG	Agreed version
1.2	18/11/2013	EPEX	Review
2.0	17/01/2014	PWG	Approved at PWG

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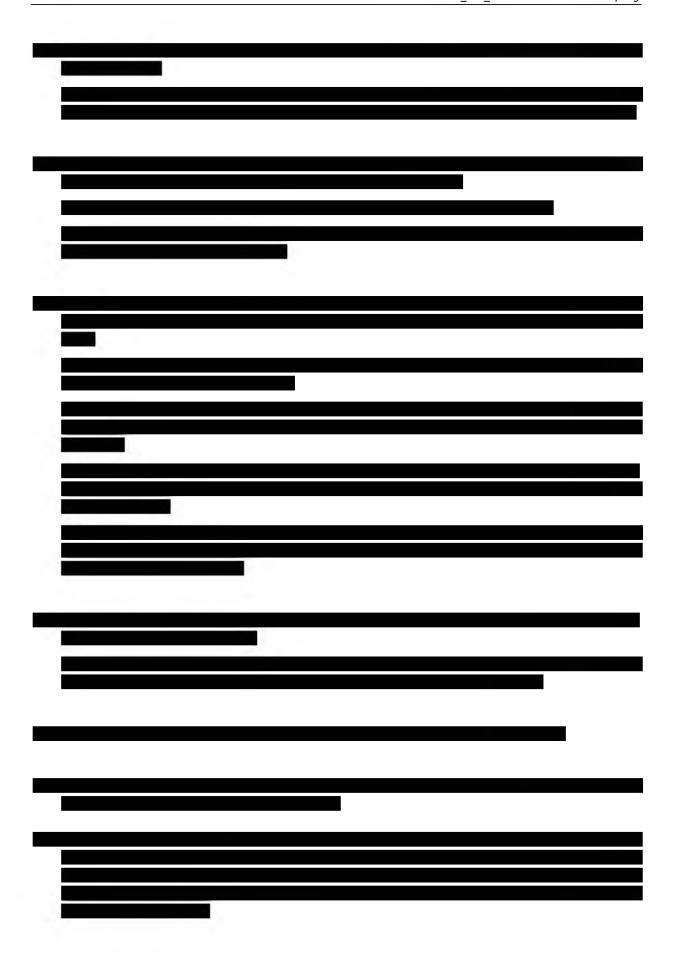| Notice	This document is part of the operational manual of PCR and is governed by Change Control. Any change to this document shall follow the PCR change control procedure. The content of this document might have evolved by the time you read or use this document. Please contact the PCR Change Control Administrator to check that this is the latest version before using this document.

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2.1. Switch of the PMB server to the DRS during the MCS - Required steps

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2.2.   Switch of the PMB server to the DRS before the start of the MCS (before 09:00)

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2.3.   Switch of the PMB server to the DRS for several days in a row

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2.4.   Disaster Recovery Site test.

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the IP address for the Secondary site of the concerned PX and no manual action is required.

2.5.   Operational Manual Reference

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PCR_EXC_03: Thresholds and Curtailments Reached

Version	3.5	
Date	30/09/2018 (implementation date)	
Status	☐ Draft	☒ Final

Previous versions

Version	Date	Author	Summary of changes
0.1	12/09/2012	Nord Pool	Writing PX
0.2	12/02/2013	EPEX	Added the CWE Second Auction routine
0.3	14/02/2013	APX	Added BritNed second auction
0.4	11/06/2013	PMO	Quality check for typos
0.5	30/09/2013	EPEX	Review following PCR and NWE tests
1.0	0710/2013	PWG	Agreed version
1.1	25/10/2013	PMO	Grammatical revision
2.0	17/01/2014	PWG	Approved at PWG
2.1	28/10/2014	PWG	New message sent out when thresholds reached. Approved in PWG
2.2	01/12/2014	CCB	Approved in CCB
2.3	13/01/2015 24/03/2015	Nord Pool PWG CCB	Added reference to new message *ExC_06* Approved by PWG Approved by CCB
2.4	18/03/2015 15/04/2015	EPEX SPOT CCB	Added *ExC_06* action in the table Added rule: no Second Auction after Partial Decoupling Approved by CCB
2.5	30/05/2015 17/06/2015 22/06/2015	EPEX CCB	Update for the PMB v8 Approved in PWG call 17/06/2015 Approved by CCB
2.6	20/10/2015 20/10/2015 27/10/2015 26/10/2015	EPEX and APX PWG PWG CCB	Reviewed for the curtailment mitigation issue Reviewed in PWG Approved in PWG Approved by CCB
2.7	09/12/2015 14/12/2015 15/12/2015 18/01/2016	EPEX EPEX and Nord Pool PWG CCB	Minor change in the Second Auction table due to changes in the Coordinator Rotational Calendar as of 2016 Change of the target time for sending new input data during a Second Auction or Nord Pool Routine Approved in PWG Approved by CCB
2.8	19/02/2016 19/02/2016 22/02/2016	Nord Pool PWG OPSCOM	Name change from NPS to Nord Pool Approved in PWG Approved by CCB
2.9	04/04/2016 05/04/2016 11/04/2016	EPEX SPOT PWG OPSCOM	Update for Euphemia 9.4 (removal of the curtailment LCF) Approved in PWG Approved by CCB
3.0	16/05/2016 31/05/2016 14/06/2016	EPEX SPOT PWG OPSCOM	Clarified the Second Auction step regarding the common time for the reopening of the PX order books (following the incident of 07.05.2016). Reviewed and agreed in PWG Approved by CCB

Version	Date	Author	Summary of changes
3.1	20/12/2016 27/12/2016	EPEX SPOT and Nord Pool OPSCOM	Change of the upper Second Auction threshold from +500 to 1.500. To be implemented on 11.01.2017. Approved by CCB
3.2	18/07/2016 26/07/2016 26/12/2016	EPEX SPOT PWG OPSCOM	Update related to RfC 211 – Removal of APX Broker and inclusion of EPEX CWE and EPEX GB VBs under EPEX Broker. To be implemented on 24.01.2017. Approved in PWG Approved by CCB
3.3	06/02/2017 14/02/2017 06/03/2017	EPEX SPOT OMIE OPSCOM	Update needed in the Nord Pool Special Routine table, following the procedural test of 07.09.2016 – Added that the sending of the *ExC_06* message (step 5) is not blocking if the step 6 needs to be done before 12:40. Clarification in case GFC is not available at the Full Decoupling deadline but the Full Decoupling is not declared (following the PCR test 08.02.2017. Approved by CCB
3.4	29/05/2018 29/05/2018	GME PWG OPSCOM	Second auction added for BSP-Southpool bidding zone (Slovenia) for Go-Live 19 June 2018 Approved in PWG
3.5	19/01/2017	EPEX SPOT	Added the Irish Price Thresholds for SEMOpx VB for Go-Live 30th September 2018

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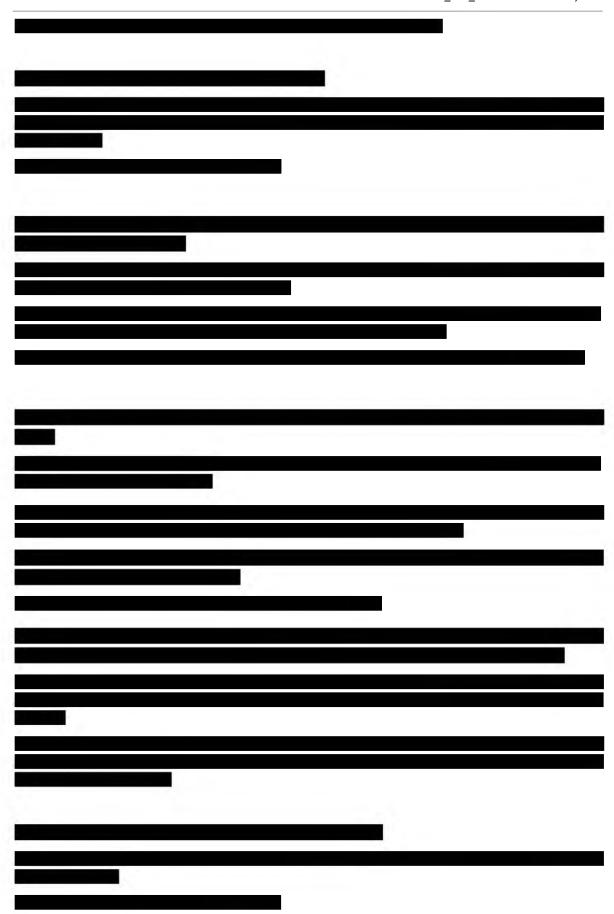| Notice	This document is part of the operational manual of PCR and is governed by Change Control. Any change to this document shall follow the PCR change control procedure. The content of this document might have evolved by the time you read or use this document. Please contact the PCR Change Control Administrator to check that this is the latest version before using this document.

1. Introduction

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1.1. Purpose

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1.2. Governed / Regulated by

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1.3. Associated Procedures

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2. Procedure

2.1. Nord Pool Special Routine

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2.2. Second Auction Routine

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Version **3.5** – Date **30/09/2018** (implementation date)

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2.3. Parallel running of a Second Auction and a Nord Pool Special Routine

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2.4. Operational Manual Reference

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Annex I to PCR_EXC_03 – Second Auction Thresholds

PCR_EXC_04: PMB Incident Management

Version	2.1
Date	26/08/2015 (implementation date)
Status	☐ Draft ☒ Final

Previous versions

Version	Date	Author	Summary of changes
0.1	03/09/2012	OMIE	Writing PX
0.2	...	...	First PX Reviewer
0.3	...	...	Second PX Reviewer
0.4	12/06/2013	PMO	Quality check typos
0.5	10/10/2013	PWG	Add clarifications
0.6	17/10/2013	EPEX SPOT	Modified based on Procedure Test 14/10
1.0	21/10/2013	PWG	Agreed version
2.0	17/01/2014	PWG	Approved at PWG
2.1	01/07/2015	PWG	Added the possibility to start a bilateral call with Unicorn outside the IC
	24/08/2015	CCB	Approved by CCB

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Notice	This document is part of the operational manual of PCR and is governed by Change Control. Any change to this document shall follow the PCR change control procedure. The content of this document might have evolved by the time you read or use this document. Please contact the PCR Change Control Administrator to check that this is the latest version before using this document.

1. Introduction

1.1. Purpose

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1.3. Previous and next procedures

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2. Procedure

2.1 Overview

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2.2 Communication with the PMB Provider during the MCS

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2.2.1.   The PCR Coordinator encounters the incident

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2.2.2.   One or more Non-Coordinators encounter the incident

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2.2.3.   All the PMBs encounter the incident

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2.3   Communication with the PMB Provider outside the MCS

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2.4   Technical References

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PCR_EXC_05: Algorithm Incident Management

Version	3.9	
Date	15/11/2017 (implementation date)	
Status	☐ Draft	☒ Final

Previous versions

Version	Date	Author	Summary of changes
0.1	09/04/2013	EPEX SPOT	Writing PX
0.2, 0.3	...	...	First and second PX Reviewer
0.4	12/06/2013	PMO	Quality check typos
0.5	07/10/2013	R. Schaap	Changes based on meeting with n-Side
1.0	21/10/2013	PWG	Agreed version
2.0	17/01/2014	PWG	Approved at PWG
2.1	28/10/2014	EPEX	Details added in case the Alternative Configuration is applied after applying the Alpha version.
2.2	09/12/2014	PWG	Remark added for Option 2
2.3	23/02/2015	CCB	Approved by CCB
2.4	07/04/2015	PWG	Reviewed and approved following production incident
2.5	17/03/2015 04/05/2015	PWG CCB	Review for Euphemia 9.2. // Approved by PWG Approved by CCB
2.6	28/05/2015 08/06/2015	PWG CCB	Update regarding the dump to be provided to the Algorithm Provider via ftp instead of email Approved by CCB
2.7	28/04/2015 21/05/2015 26/05/2015 10/06/2015 22/06/2015	EPEX ALWG PWG PWG CCB	Update for the PMB v8 Reviewed by the ALWG Reviewed and approved by the PWG Updated following the PMB v8 tests and the Mock Test with n-Side Approved by CCB
2.8	27/06/2015 01/07/2015 24/08/2015	EPEX PWG CCB	Bilateral call possibility added Reviewed by the PWG Approved by CCB
2.9	12/10/2015 13/10/2015 28/10/2015	EPEX PWG CCB	Updated for Euphemia 9.3 with new codes (411-414 and 315) Reviewed and approved in PWG Approved by CCB
3.0	20/10/2015 27/10/2015 26/10/2015	EPEX and APX PWG CCB	Reviewed for the curtailment mitigation issue (Table 2 and Annex I) Reviewed and approved in PWG. Approved by CCB
3.1	09/12/2015 15/12/2016 18/01/2016	EPEX PWG CCB	Updated due to change in the Coordinator Rotational Scheme Added the technical recommendations made by n-Side Approved in PWG Approved by CCB
3.2	19/02/2016 19/02/2016 22/02/2016	Nord Pool PWG OPSCOM	Name change from NPS to Nord Pool Approved in PWG Approved by CCB
3.3	23/02/2016 23/02/2016	EPEX SPOT PWG	Update regarding the password requirement in Section 1.3 Approved in PWG
3.4	04/04/2016 05/04/2016 11/04/2016	EPEX SPOT PWG OPSCOM	Update for Euphemia 9.4 (removal of Annex on the curtailment LCF) Reviewed and approved in PWG Approved by CCB
3.5	21/06/2016	PWG ALWG	Update of the Alternate Configuration Scheme (Table 2) for a Cloud without N2EX (RfC 194) Approved by the ALWG and the PWG
3.6	27/08/2016	EPEX SPOT	Update of the Alternate Configuration Scheme (Table 2) for a Cloud without APX PMB (RfC 211)

Version	Date	Author	Summary of changes
	27/12/2016	OPSCOM	Approved by CCB (implementation date: 24.01.2017)
3.7	20/12/2016	EPEX SPOT, PWG	Included Option 4 regarding the 403 termination code.
	27/12/2016	OPSCOM	Approved by CCB (implementation date: 24.01.2017)
3.8	15/04/2017	EPEX and OMIE	Update for Euphemia 10
	09/05/2017	PWG	Reviewed and approved in PWG
	15/05/2017	OPSCOM	Approved by CCB
3.9	30/08/2017	OMIE	Reference to Algorithm Dump Collection Tool document deleted

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1. Introduction

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1.3. PX technical requirements for n-Side's intervention

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2. Intervention of the Algorithm Provider for solving an Algorithm issue

2.1. General overview

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2.2. Management of Incident Services

a. General Description

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b. Critical Incidents

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PCR_EXC_06: MPLS Incident Management

Version	2.1	
Date	08/03/2017 (implementation date)	
Status	☐ Draft	☒ Final

Previous versions

Version	Date	Author	Summary of changes
0.1	22/01/2013	P. Silva	
0.2	25/01/2013	F.R. Ohrstrand	Added review comments and Nordic phone numbers.
0.3	02/06/2013	EPEX	Formatting and aligning the titles of the chapters with the other procedures
0.4	12/06/2013	OMIE	Merged all comments and contact tables go to PCR Infrastructure Document
1.0	21/10/2013	PWG	Agreed version
1.1	25/10/2013	PMO	Grammatical revision
2.0	17/01/2014	PWG	Approved at PWG
2.1	19/12/2016	EPEX SPOT	Updated due to a wrong reference of sending files by email and old change approved in PWG but never implemented.
	06/03/2017	OPSCOM	Approved by CCB

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2.3. Opening an incident ticket with Colt

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2.4. Colt Contact details

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2.5. MPLS Testing

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2.6. Technical References

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PCR_EXC_07: PMB Connection Issues

Version	2.0	
Date	17/01/2014	
Status	☐ Draft	☒ Final

Previous versions

Version	Date	Author	Summary of changes
0.1	19/08/2012	OMIE	Writing PX
0.2	03/04/2013	EPEX	Added the restart of the PMB server
0.3	05/04/2013	NPS	Made a comment about the effect of restarting the PMB server
0.4	12/06/2013	OMIE	Merged comments
1.0	21/10/2013	PWG	Agreed version
1.1	25/10/2013	PMO	Grammatical revision
2.0	17/01/2014	PWG	Approved at PWG

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1. Introduction

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1.1. Purpose

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1.2. Governed / Regulated by

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1.3. Associated procedures

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2. Procedure

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PCR_OPE_01: PCR Coordinator and Backup Coordinator Switch

Version	3.2	
Date	15/11/2017 (implementation date)	
Status	☐ Draft	☒ Final

Previous versions

Version	Date	Author	Summary of changes
0.1	03/09/2012	APX ENDEX	Writing PX
0.2	13/06/2013	PMO	Quality check typos
0.3	14/06/2013	EPEX	Second PX Reviewer
1.0	27/09/2013 and 21/10/2013	PWG	Agreed version
1.1	25/10/2013	PMO	Grammatical revision
2.0	17/01/2014	PWG	Approved at PWG
2.1	06/03/2014	NPS	Amendments related to clarification
2.2	06/03/2014	PWG	Reviewed in PWG
2.3	11/3/2014	E-mail from CCB	Changes approved by CCB
2.4	08/04/2014	NPS	Change to steps in section "Regular Coordinator switch"
2.5	26/05/2014	CCB	Approved by CCB.
2.6	15/09/2014	PWG	Reviewed in PWG after testing in week 37
2.7	07/10/2014	CCB	Approved in PCR OPSCOM in 6/10
2.8	07/04/2015	PWG	Review regarding the switch during the calculation; Section 3.3 added
	15/04/2015	CCB	Approved by CCB
2.9	01/07/2015	PWG	Moved content of Section 3.3 in 3.2, step 4. Deleted Section 3.3. Clarified 3.2, step 7.
	24/08/2015	CCB	Approved by CCB
3.0	19/12/2016	EPEX SPOT	Update following the report of the PCR procedural test of July 20th.
	06/03/2017	OPSCOM	Approved by CCB
3.1	06/07/2017	EPEX SPOT	Updated following a production exceptional Coordinator switch on May 16th 2017
		PWG	Reviewed and approved
3.2	11/10/2017	EPEX SPOT	Update following the PCR test of October 11th. Updated Table 2 - Coordinator Exceptional Switch

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1.1. Purpose

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2. PCR Coordinator - Regular Switch

2.1. General overview

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2.2.   Process clarification

2.3. How to modify the Rotational Scheme or the Rotational Calendar

3. PCR Coordinator - and Backup Coordinator - Exceptional Switch

3.1. General overview

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3.2. Process clarification

4.   Incident Management rules related to the Coordinator Switch

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5.   Operational Manual Reference

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4.   Incident Management rules related to the Coordinator Switch

PCR_OPE_02: Operational Calls and OPSCOM

Version	2.6	
Date	09/06/2015 (implementation date)	
Status	☐ Draft	☒ Final

Previous versions

Version	Date	Author	Summary of changes
0.1	12/09/2012	NPS	Writing PX
0.2	08/02/2013	APX	Writing PX
0.3	24/05/2013	EPEX	Second PX Reviewer
0.4	19/10/2013	EPEX	Review
1.0	21/10/2013	PWG	Agreed version
1.1	25/10/2013	PMO	Grammatical revision
2.0	17/01/2014	PWG	Approved at PWG
2.1	25/02/2014	APX and EPEX SPOT	Daily Call
2.2	11/03/2014	E-mail from CCB	Approved by CCB.
2.3	11/11/2014	PWG	Ad-hoc OPSCOM information added, approved by PWG
2.4	02/12/2014	CCB	Approved by CCB
2.5	05/04/2015 15/04/2015	EPEX SPOT CCB	Minor corrections in 2.4 Approved by CCB
2.6	22/04/2015 01/06/2015	PWG CCB	Changes made in 2.2 and modification of the time to start the Ad-Hoc OPSCOM Approved by CCB

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Notice	This document is part of the operational manual of PCR and is governed by Change Control. Any change to this document shall follow the PCR change control procedure. The content of this document might have evolved by the time you read or use this document. Please contact the PCR Change Control Administrator to check that this is the latest version before using this document.

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PCR_OPE_03: SCF Distribution and Activation

Version	2.8
Date	08/09/2015 (implementation date)
Status	☐ Draft ☒ Final

Previous versions

Version	Date	Author	Summary of changes
0.1	07/02/2013	GME	Writing PX
0.2	…	…	First PX Reviewer
0.3	…	…	Second PX Reviewer
0.4	13/06/2013	PMO	Quality check typos
0.5	12/08/2013	EPEX	APX & EPEX switch for the sending of CWE network data
0.6	19/10/2013	EPEX	Review: Wording Changes
1.0	21/10/2013	PWG	Agreed version
1.1	25/10/2013	PMO	Grammatical revision
2.0	17/01/2014	PWG	Approved at PWG
2.1	26/02/2014	EPEX	Review of Annex I and clarifications on the Operational Call
2.2	06/03/2014	PWG	Improvements of tables to make each part of procedures complete
2.3	11/03/2014	E-mail from CCB	Approved by CCB.
2.4	27/05/2014	PWG	Adding relevant actions for changing a SCF in the middle of the MCS
2.5	23/07/2014	CCB	Approved at PWG
2.6	22/07/2014	PWG	Updated according to new features in PMB R7.0
2.7	06/10/2014	CCB	Approved in PCR OPSCOM 6/10
2.8	20/07/2015 07/09/2015	APX CCB	Changes due to the implementation of JoinMe Approved by CCB

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3.1. General overview

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3.2. Process clarification

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4. Activation of a Shared Configuration File

4.1.   General overview

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4.2.   Process clarification

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5. Exceptional Distribution and Activation of a Shared Configuration File until 11:30

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4.3.　　Process Clarification

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6. Operational Manual Reference

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PCR_OPE_04: Internal and External Communications

Version	3.6	
Date	30/09/2018 (implementation date)	
Status	☐ Draft	☒ Final

Previous versions

Version	Date	Author	Summary of changes
0.1	16/01/2013	EPEX	Writing PX – first draft
0.2	19/02/2013	EPEX	Second draft
0.3	23/05/2013	EPEX	Third draft
0.4	25/06/2013	PWG	Review
0.5	08/10/2013	EPEX	Review
1.0	21/10/2013	PWG	Agreed version
1.1	25/10/2013	PMO	Grammatical revision
1.2	19/11/2013	EPEX	New message InC_06
2.0	17/01/2014	PWG	Approved at PWG
2.5	06/08/2014	PWG	Change of content for *ExC_02* and *ExC_03b* Clarifications on the IC Backup numbers
2.6	19/08/2014	PWG	Updated Contact list for Communication according to version from 11 March Correction of when to send out InC_04
2.7	25/08/2014	CCB	Approved by CCB 25 August
2.8	09/10/2014	EPEX SPOT	Updated for IBWT and SNB
2.9	13/10/2014	Nord Pool	Update of IC numbers
2.10	24/10/2014	EPEX	New message *InC_07* in case of price thresholds reached
2.11	31/10/2014	Nord Pool	New message InC_08 Ad-hoc OPSCOM invitation
2.12	11/11/2014	PWG	All changes approved in the PWG
2.13	01/12/2014	CCB	Approved by CCB
2.14	16/12/2014	Nord Pool	New message *ExC_06* (Nord Pool Max price)
2.15	16/12/2014	PWG	All changes approved in the PWG
2.16	22/12/2014	CCB	Backup Numbers approved by the CCB
2.17	26/01/2015	PWG	Added Post-Incident Explanatory Message section
	24/03/2015	CCB	Approved by CCB
2.18	07/04/2015	PWG	Change of the sending time for *POST_ExC_03a* and *POST_ExC_03b* Change of GME Contact details
	15/04/2015	CCB	Approved by CCB
2.19	22/04/2015	PWG	Added the IC phone number for Slovenia
	27/04/2015	CCB	Approved by CCB
2.2	24/04/2015	EPEX	Added the messages overview in Annex II
	28/04/2015	PWG	Reviewed in PWG
	26/05/2015	PWG	Added section 2.1.5
	01/06/2015	CCB	Approved by CCB
2.3	10/06/2015	PWG	Added section 2.1.6
	17/06/2015		Approved in PWG call
	22/06/2015	CCB	Approved by CCB
2.4	27/06/2015	EPEX	Join Me update // Change of IC Backup phone numbers
	07/09/2015	CCB	Approved by CCB
2.5	03/11/2015	PWG	Renaming of the ExC_03b message
	16/11/2015	CCB	Approved by CCB
2.6	26/01/2016	PWG	Corrected the time to start the Ad-Hoc in the InC_08 message (15:30 instead of 16:00)
	15/02/2016	OPSCOM	Approved by CCB

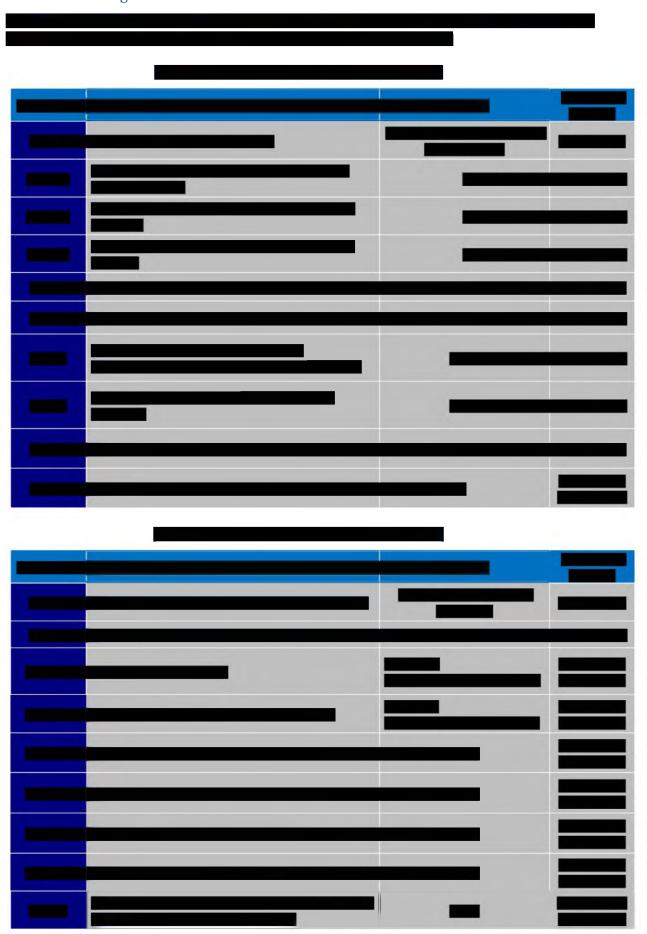| Version	Date	Author	Summary of changes
2.7	19/02/2016	Nord Pool	Name change from NPS to Nord Pool
	19/02/2016	PWG	Approved in PWG
	22/02/2016	OPSCOM	Approved by CCB
2.8	18/07/2016	Nord Pool	Update of the Contact List due to N2EX becoming a VB under Nord Pool (RfC 194)
	19/07/2016	PWG	Reviewed and approved in PWG
2.9	27/08/2016	EPEX SPOT	Updated for RfC 211 – Removal of APX PMB and restructuring of EPEX PMB into two VBs (EPEX CWE and EPEX GB)
	27/12/2016	OPSCOM	Approved by CCB (implementation date: 24.01.2017)
3.0	28/01/2017	EPEX SPOT	Updated following production incidents and test experience: a) Added a new message InC_02c; b) Added the VB names in the core of the InC_02a and InC_02b messages; c) Added a disclaimer meant to clarify that all timings are expressed are CET timings; d) Renamed the POST_ExC_03b message in order to align it with the ExC_03b message title.
	06/03/2017	OPSCOM	Approved by CCB (implementation date: 08.03.2017)
3.1	20/02/2017	EPEX SPOT	Updated the ExC_04a message for RfC 219 - TGE
		PWG	Reviewed in PWG call
3.2	09/05/2017	EPEX SPOT	Updated following the PCR-MRC test of 19.04.2017
	23/05/2017	PWG	Approved by PWG
3.3	28/09/2017	OMIE	Update following the PCR test of 20.09.2017
3.4	29/05/2018	GME	Second Auction added for BSP-Southpool bidding zone (Slovenia) and coupling SI-HR for Go-Live June 19th, 2018
	29/05/2018	PWG	Approved in PWG
3.5	19/01/2017	EPEX SPOT	Updated with a new Virtual Broker: SEMOpx for Go-Live 30th September 2018
3.6	12/06/2018	EPEX SPOT	Updated with the DE-AT split

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1. Introduction

1.1. Purpose

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1.2. Governed / Regulated by

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2. Procedure

2.1. General overview

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2.1.1. Communication principles

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2.1.2. Messenger functionality (sharing the Coordinator's screen and messaging)

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2.1.3. Distribution list

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2.1.4. Messages overview

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[REDACTED]

2.1.5. Correct treatment of wrongly sent messages

[REDACTED]

2.1.6. Backup Coordinator's assistance in sending messages

[REDACTED]

2.2. Process clarification
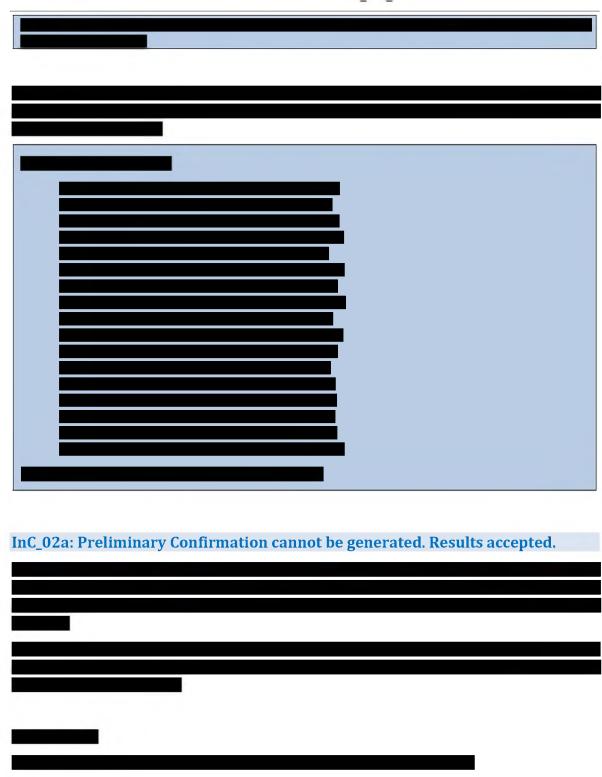
Internal communication messages

InC_01: Incident Committee call invitation

InC_02a: Preliminary Confirmation cannot be generated. Results accepted.

InC_02b: Positive Final Confirmation cannot be generated. Results accepted.

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InC_02c: Negative Final Confirmation cannot be generated. Results rejected.

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InC_03: PMB switched to the Disaster Recovery Site

InC_04: PCR Coordinator switch completed

InC_05: Please ignore the negative Global Final Confirmation. Results now accepted by all parties.

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InC_06: Positive Global Final Confirmation cannot be generated

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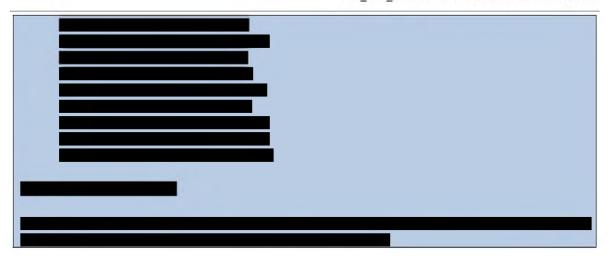███████████████████████████████████████
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InC_07: Thresholds reached - Details

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InC_08: Ad-hoc OPSCOM invitation

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External communication messages

ExC_01: Thresholds reached - Reopening of the order books

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ExC_02: Delay in Market Coupling Results publication

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ExC_03a: Risk of Partial Decoupling

ExC_03b: Further delay of the Market Coupling Session

ExC_04a: Partial Decoupling – Reopening of the order books

ExC_04b: Full Decoupling

[redacted]

ExC_05a: Partial Decoupling known in advance

[redacted]

[redacted]

[redacted]

ExC_05b: Full Decoupling known in advance

[redacted]

[redacted]

[redacted]

Message content:

ExC_06: Delay in Market Coupling Results publication due to Max price detected in Nord Pool area

External Post-Incident Explanatory communication messages

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POST_ExC_03a: Further information on the Risk of Partial Decoupling

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POST_ExC_03b: Further information on the Delay of the Market Coupling Session

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POST_ExC_04a: Further information on the Partial Decoupling

POST_ExC_04b: Further information on the Full Decoupling

ANNEX I to PCR_OPE_04: Contact List for Communications

PX	Email address	Phone numbers
EPEX SPOT		
GME		
Nord Pool		
OMIE		
TGE		

PX	Disaster Recovery Email address	Disaster Recovery Phone numbers
EPEX SPOT		
GME		
Nord Pool		
OMIE		
TGE		

System providers	Email address	Phone numbers
PMB Provider (Unicorn)		
Algorithm Provider (N-SIDE)		
MPLS Provider (COLT)		

AD-hoc OPSCOM	Email address	Phone numbers
OPSCOM		
OPSCOM		
EPEX SPOT		

AD-hoc OPSCOM	Email address	Phone numbers
GME		
Nord Pool		
OMIE		
TGE		

AD-hoc OPSCOM	Email address	Phone numbers

ANNEX II to PCR_OPE_04: Overview of PCR messages

Time	Message ID	Message name	Initiator	Receivers	May be forwarded to the TSOs?	May be forwarded to the MPs?	Comment
12:40	ExC_04a	Partial Decoupling - Reopening of the order books	PCR Coordinator	All PCR PXs	YES	YES	
12:40	ExC_02	Delay in Market Coupling Results publication	PCR Coordinator	All PCR PXs	YES at 12:42	YES at 12:42	not sent if *ExC_04a* or *ExC_01* were sent before
12:40	ExC_06	Delay in Market Coupling Results publication due to Max price detected in Nord Pool area	PCR Coordinator	All PCR PXs	YES at 12:42	YES at 12:42	not sent if *ExC_04a* or *ExC_01* were sent before
13:05	InC_01	IC for Full Decoupling	PCR Coordinator	All PCR PXs	YES	NO	
13:18	ExC_03b	Further delay of the Market Coupling Session	PCR Coordinator	All PCR PXs	YES at 13:20	YES at 13:20	
13:50	ExC_04b	Declaration of Full Decoupling	PCR Coordinator	All PCR PXs	YES	YES	
15:00	InC_08	Ad-hoc OPSCOM invitation	PCR Coordinator	All PCR PXs and Ad-Hoc OPSCOM	NO	NO	if the IC decided that an Ad-hoc OPSCOM is needed
At the end of the MCS	POST_ExC_03a	Further information on the Risk of Partial Decoupling	PCR Coordinator	All PCR PXs and Ad-Hoc OPSCOM	YES	YES	Predefined message sent if the *ExC_03a* message has been sent during the MCS
At the end of the MCS	POST_ExC_03b	Further information on the Further Delay of the Market Coupling Session	PCR Coordinator	All PCR PXs and Ad-Hoc OPSCOM	YES	YES	Predefined message sent if the *ExC_03b* message has been sent during the MCS
Decided in Ad-hoc OPSCOM	POST_ExC_04a	Further information on the Partial Decoupling	PCR Coordinator	All PCR PXs and Ad-Hoc OPSCOM	YES	YES	Customizable message sent if the *ExC_04a* message has been sent during the MCS
Decided in Ad-hoc OPSCOM	POST_ExC_04b	Further information on the Full Decoupling	PCR Coordinator	All PCR PXs and Ad-Hoc OPSCOM	YES	YES	Customizable message sent if the *ExC_04b* message has been sent during the MCS

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MPs = Market Participants

PCR_OPE_05: PMB Operator Certification and Training

Version	2.1	
Date	22/03/2016	
Status	☐ Draft	☒ Final

Previous versions

Version	Date	Author	Summary of changes
0.1	26/03/2013	EPEX	Writing PX – first draft
0.2	27/05/2013	Procedures TF	Review
1.0	21/10/2013	PWG	Agreed version
1.1	25/10/2013	PMO	Grammatical revision
2.0	17/01/2014	PWG	Approved at PWG
2.1	19/02/2016	Nord Pool	Name change from NPS to Nord Pool
	19/02/2016	PWG	Approved in PWG
	22/02/2016	OPSCOM	Approved by CCB

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1.   Introduction

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1.1.   Purpose

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1.2.   Governed / Regulated by

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2.   Procedure

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2.1. PMB operation certification

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2.1.1. Multiple Choice Questions (MCQ) based on the training package

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2.1.2. Internal tests/ Participation in the MCS as an assistant operator

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2.1.3. Joint procedural tests

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2.2.   English language certification

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2.3.   Regular training of the PMB Operators

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Annex I to PCR_OPE_05 – Self-certification for PMB operation

Declaration on honour with respect to the PMB operation and PCR procedures

Title: ☐ Mr. ☐ Mrs. ☐ Ms. ☐ Dr. ☐ Other

Company name: ....

Full Name: ....

Position: ....

Email: ....

Phone: ....

Company address: ....

I declare that the following operator(s) has/have has the appropriate level of knowledge and practice in terms of PMB operation and PCR procedures in order to start operating the PMB in the production environment.

This means especially that the following operator(s) is/are fully capable of performing the Coordinator role according to the PCR procedures.

#	Surname	Name

Place, Date and Signature:

Annex II to PCR_OPE_05 – Self-certification for English language

Declaration on honour with respect to the English language knowledge

Title: ☐ Mr. ☐ Mrs. ☐ Ms. ☐ Dr. ☐ Other

Company name: ....

Full Name: ....

Position: ....

Email: ....

Phone: ....

Company address: ....

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#	Surname	Name

Place, Date and Signature:

Annex III to PCR_OPE_05 – PCR Joint Procedural Testing Calendar

PCR_OPE_06: Exchanging Files in Backup Mode

Version	1.3	
Date	15/11/2016 (implementation date)	
Status	☐ Draft	☒ Final

Previous versions

Version	Date	Author	Summary of changes
1.0	01/12/2015	EPEX SPOT	First version draft
	01/12/2015	PWG	Reviewed and approved in PWG
	04/01/2016	OPSCOM	Approved by CCB
1.1	09/02/2016	PWG	Update of the rules of exchanging files in backup mode (encryption and compression no longer needed for the SFTP)
	15/02/2016	OPSCOM	Approved by CCB
1.2	14/03/2016	EPEX SPOT	Added rule regarding the sending of the GPC and GFC to the offline PX without the need to send the Preliminary and Final Confirmation files.
	15/03/2016	PWG	Reviewed and approved in PWG
	11/04/2016	OPSCOM	Approved by CCB
1.3	16/05/2017	OMIE	Update following the Procedural Test 10/05/2017
	23/05/2017	PWG	Approved by PWG

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1. Purpose

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2. Associated procedures

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3. Tools used for exchanging files in backup mode

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4. Principles for exchanging files in backup mode

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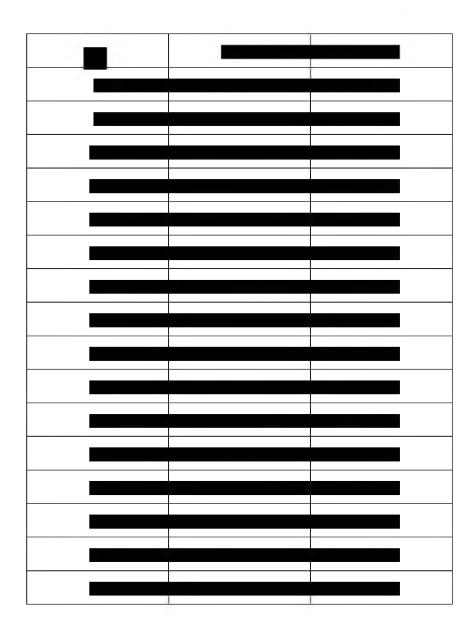
Long / Short Clock Change Procedure

Notice	This document is part of the operational manual of PCR and is governed by Change Control. Any change to this document shall follow the PCR change control procedure. The content of this document might have evolved by the time you read or use this document. Please contact the PCR Change Control Administrator to check that this is the latest version before using this document.

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2. DAY WITH 25 HOURS

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