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1. Introduction

Purpose

According to Article 7 of 4M MC Master Agreement this document describes the Change Control Procedure to be used to govern changes as described in this Article. It provides a controlled environment in which changes can be implemented efficiently with the minimum of delay and the least risk.

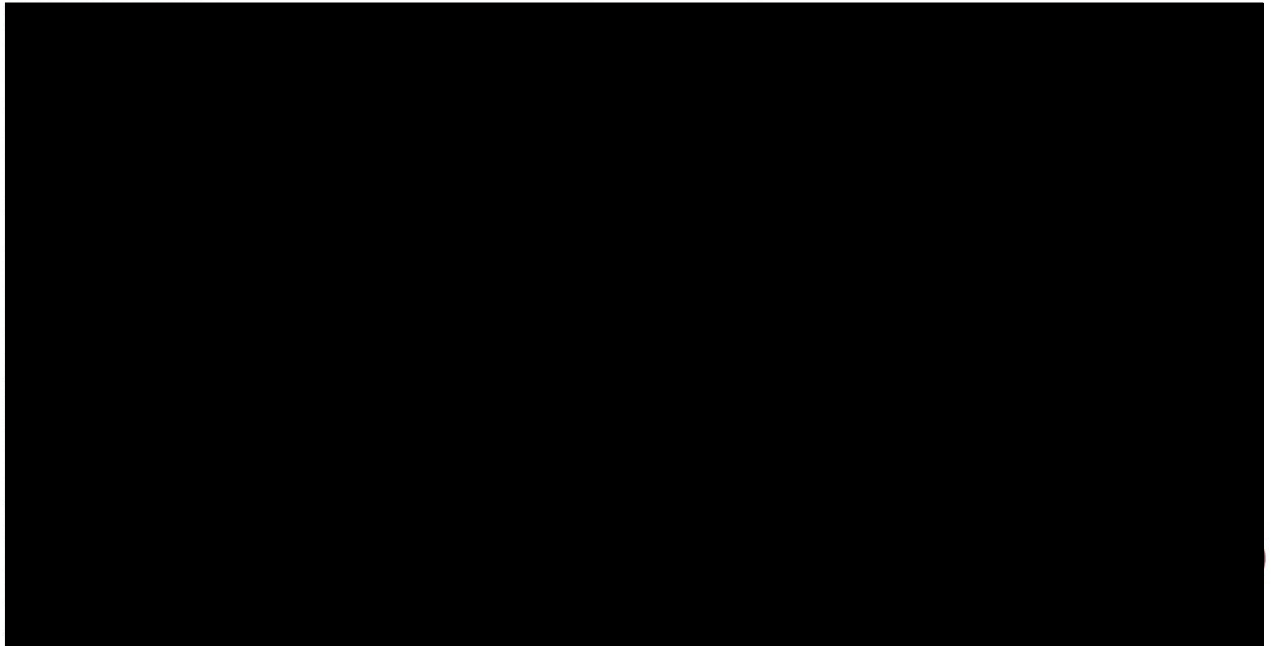
The process aims at tracking all types of changes from major changes through the scope and functionality of the market coupling to minor bugs in the software.

Whilst the majority of changes are likely to be simple operational changes, it is still important that the procedure is robust to the processing of more complex changes.

Prior to following the Change Control Procedure, the party/parties from which the change request originates, needs/need to determine whether this concerns:

- A 4MMC Change, which means the 4MMC Change Control Procedure needs to be followed
- An SDAC Change, which means that both the MRC and the 4MMC procedures need to be followed.

For the sake of clarity, MRC Change requests are dealt with in accordance with the MRC Change control procedure. Please note that in case no impact is assumed, as part of the change control process a notification has to be sent to notify the respective OPSCOM that no impact is expected.



Outline of the Change Control Procedure



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Users of this Document

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Scope

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Structure of Document

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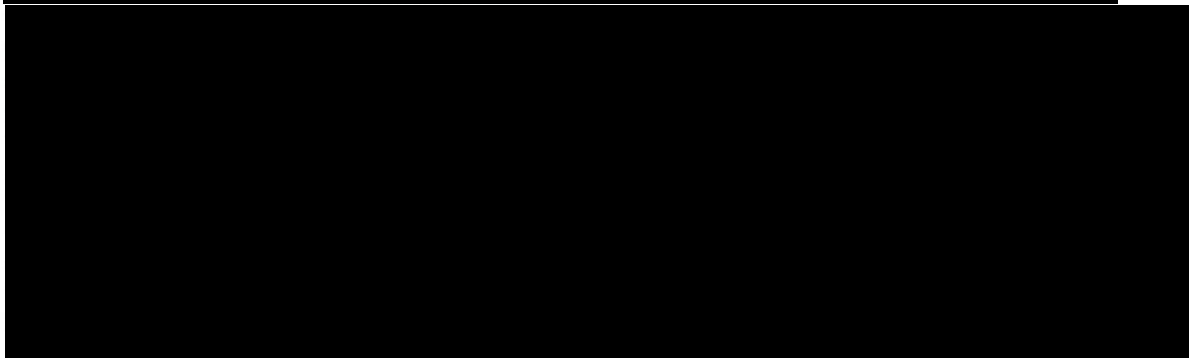
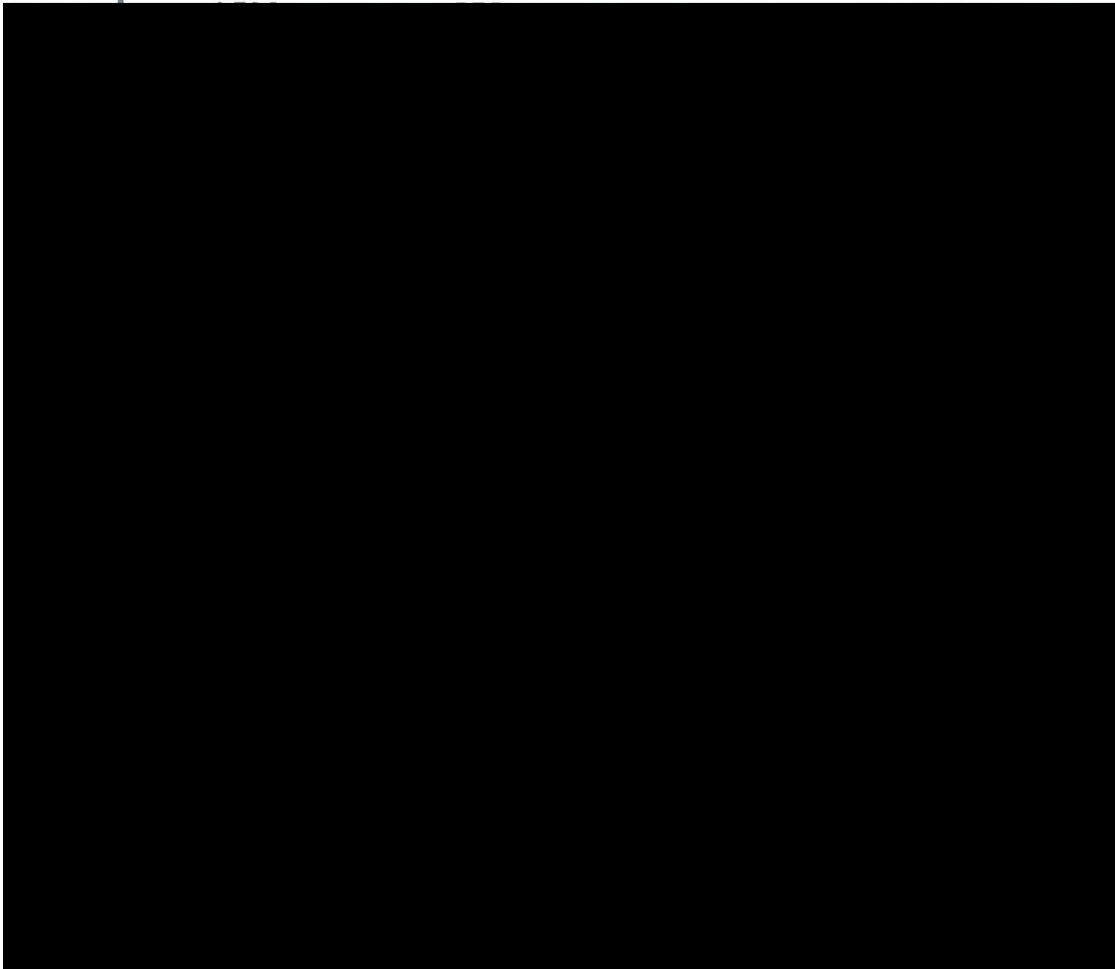
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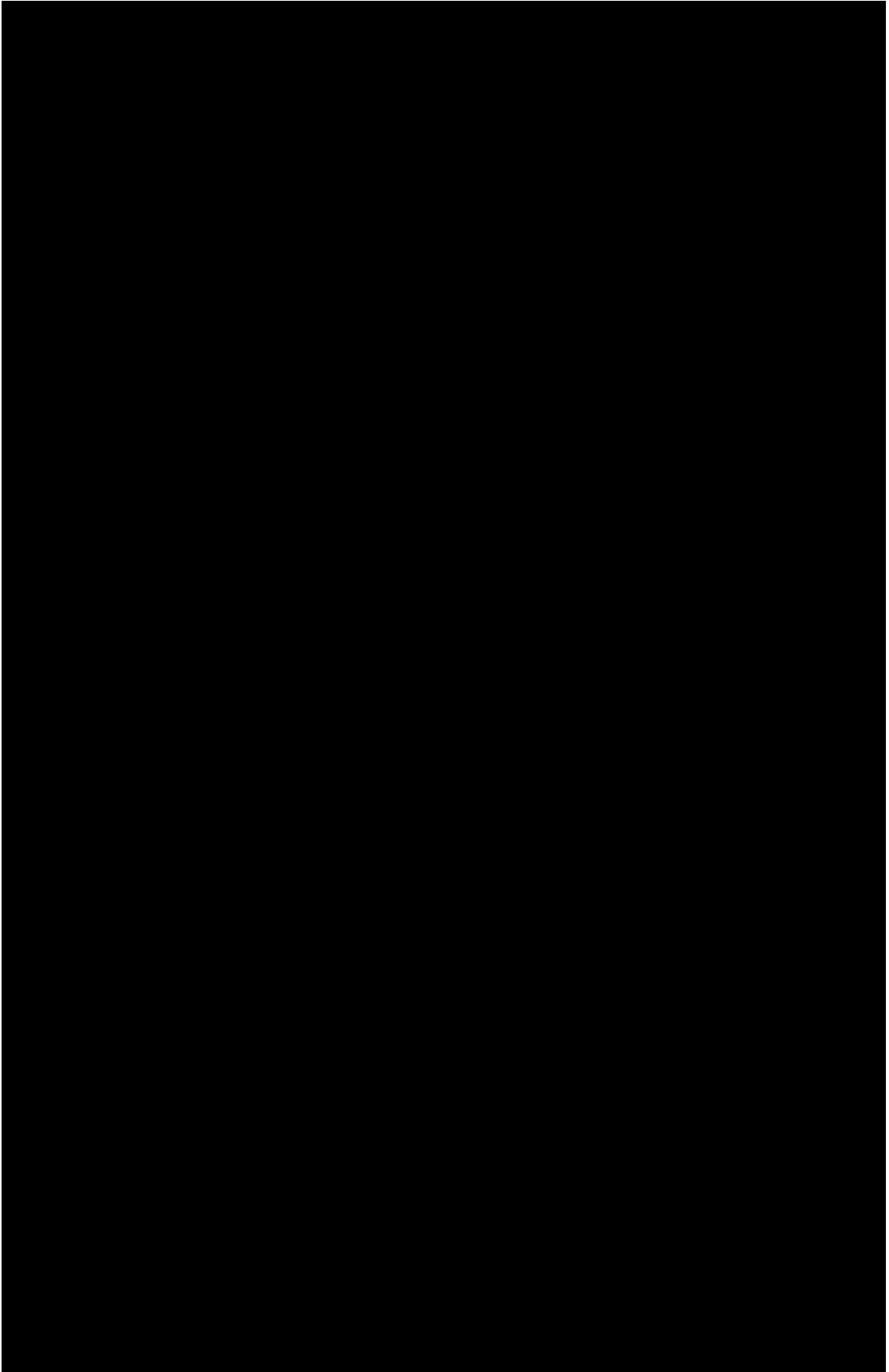
2. Workflow Diagram

Introduction

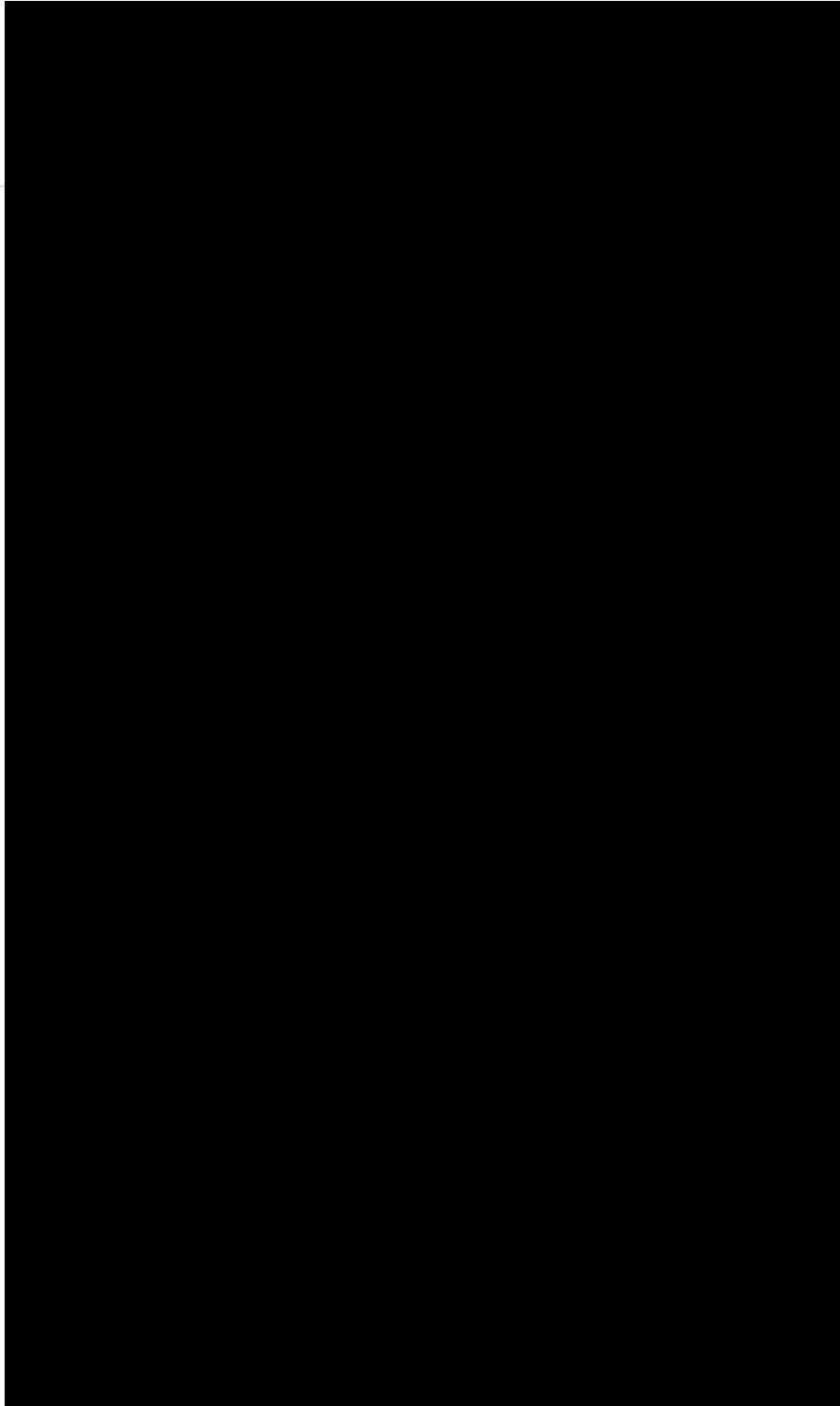


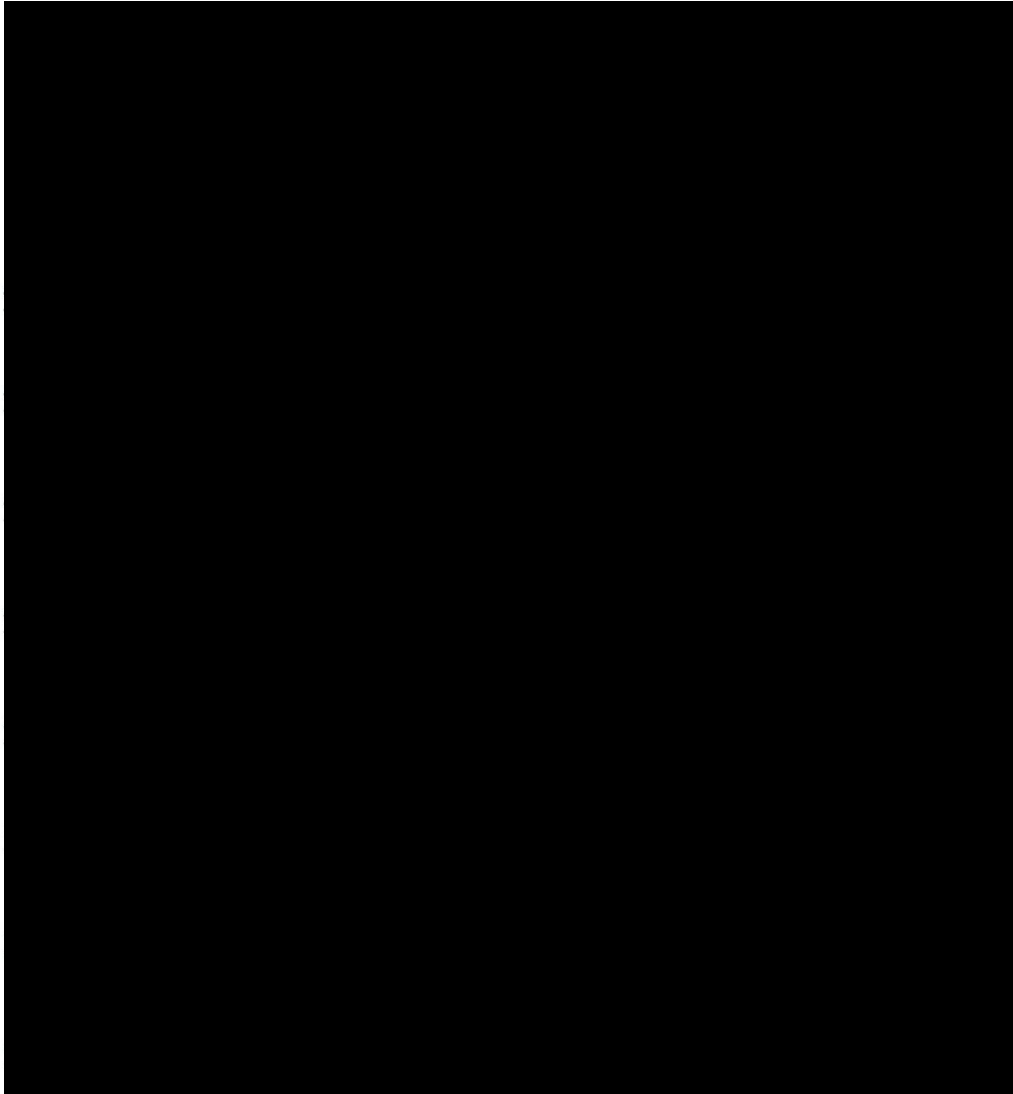
Amend the Operational Procedures and other documents





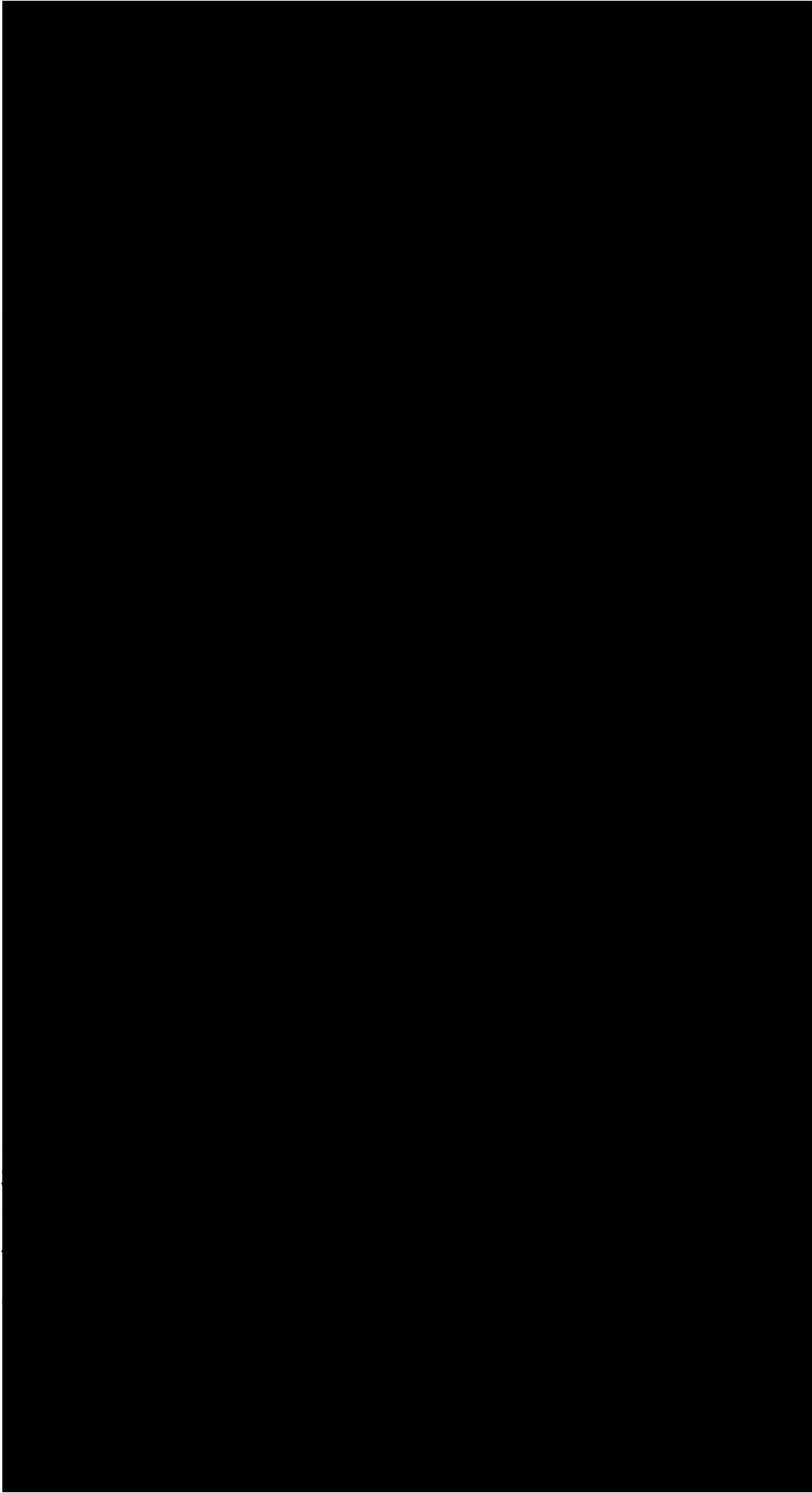
Amendment of System

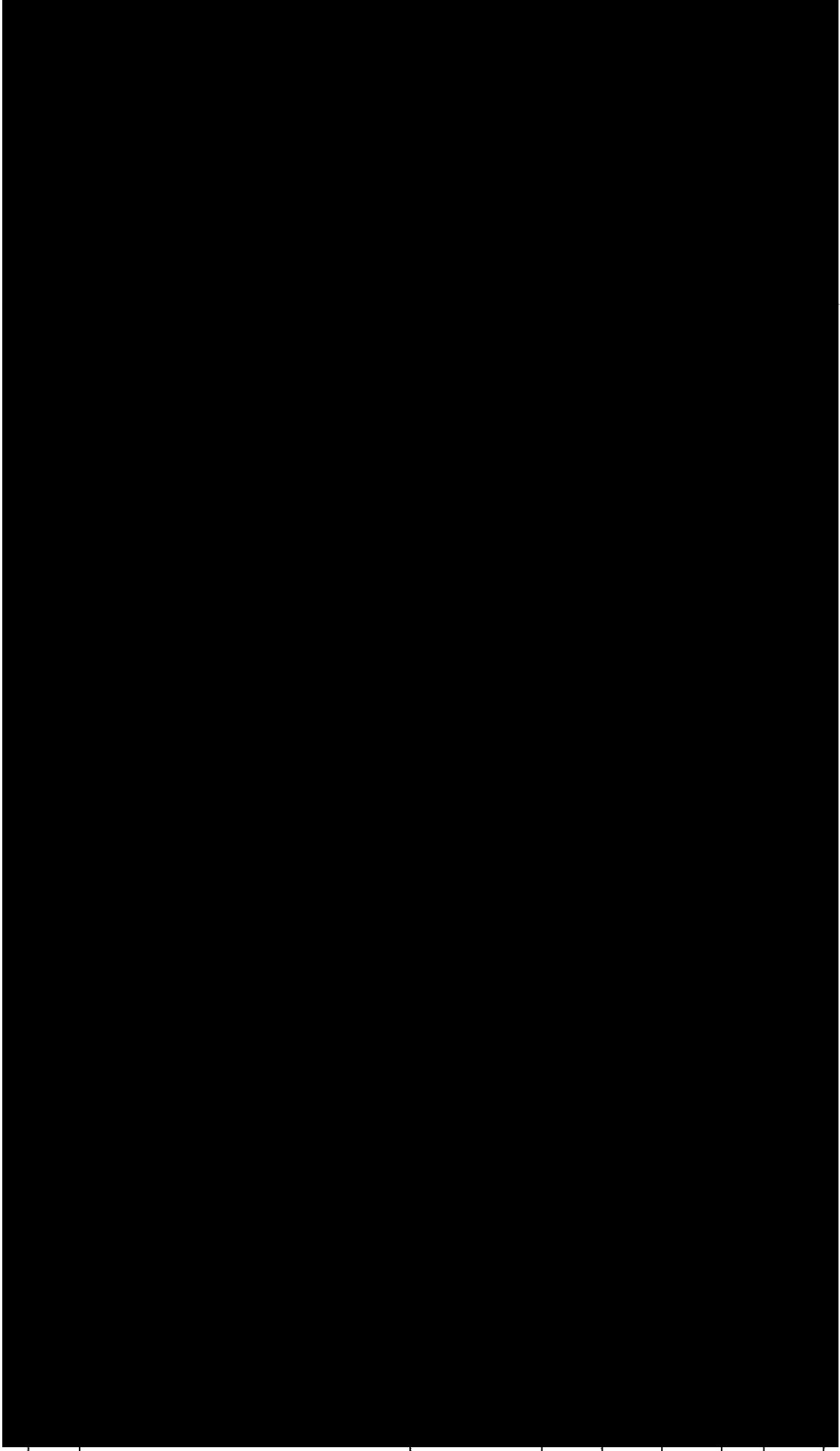


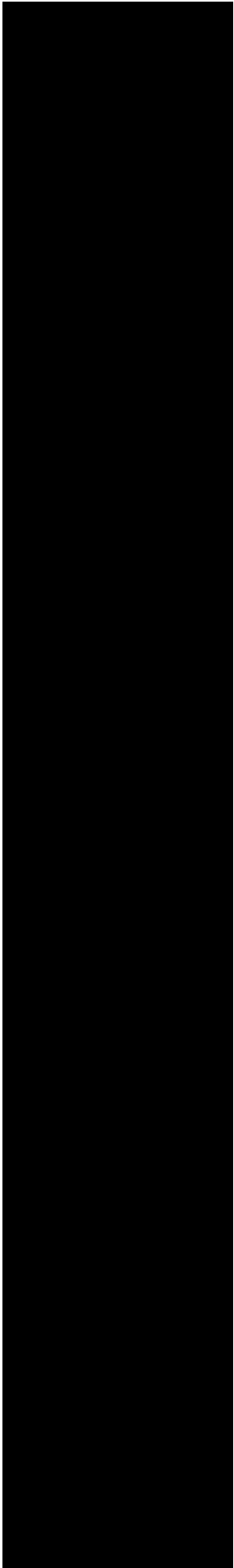


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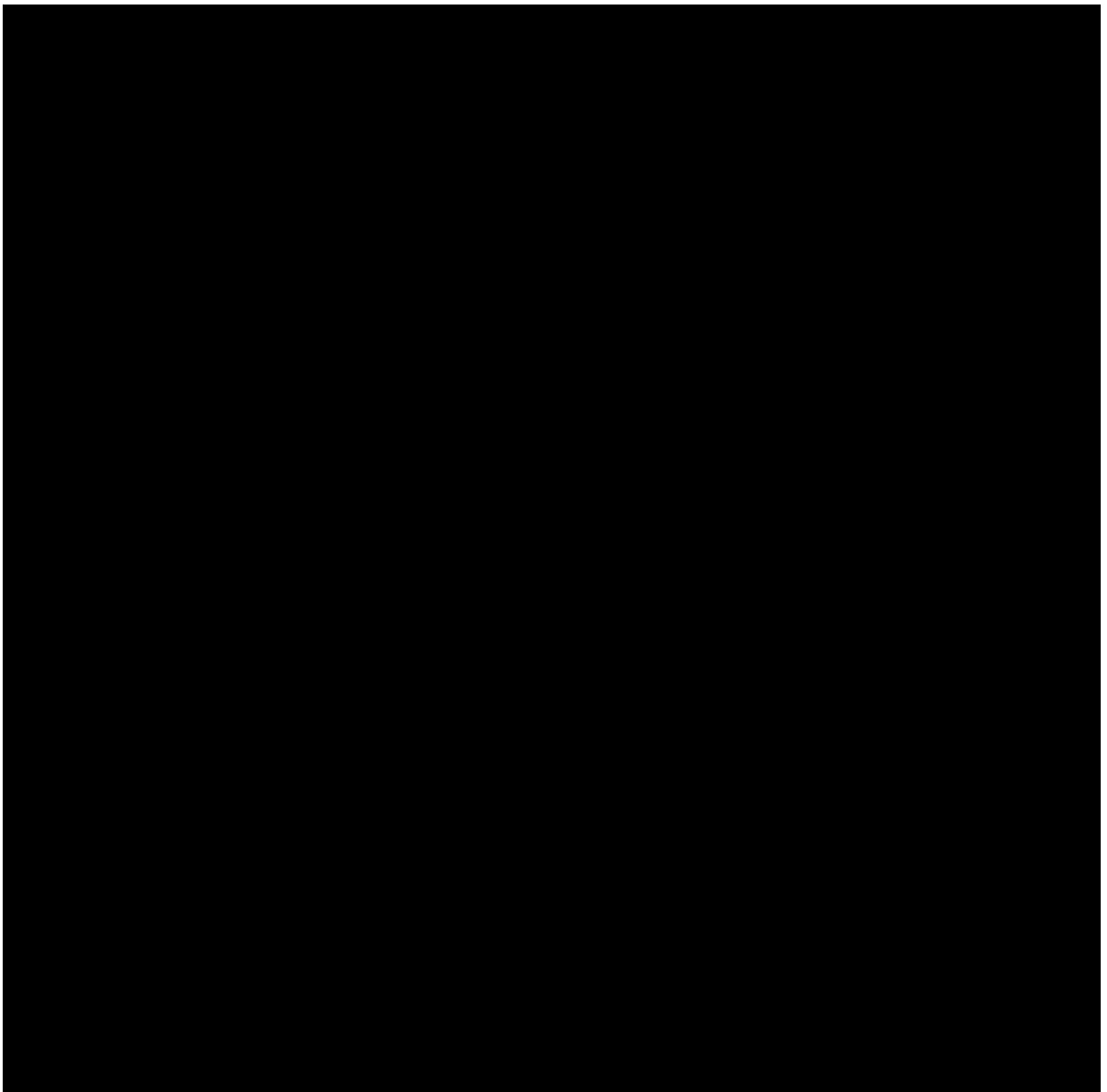


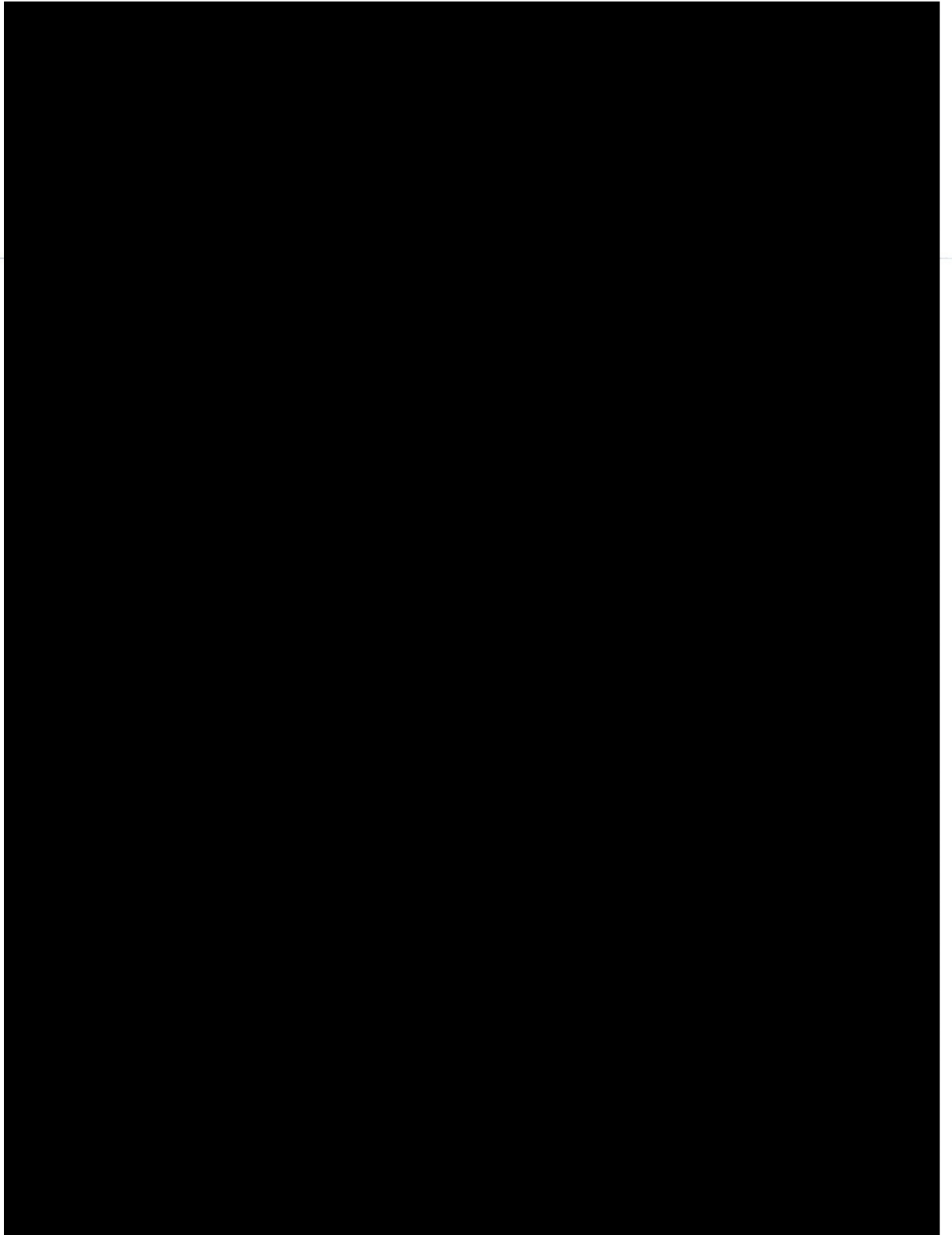
3. Change Control Forms

Introduction



Operational Procedure Form

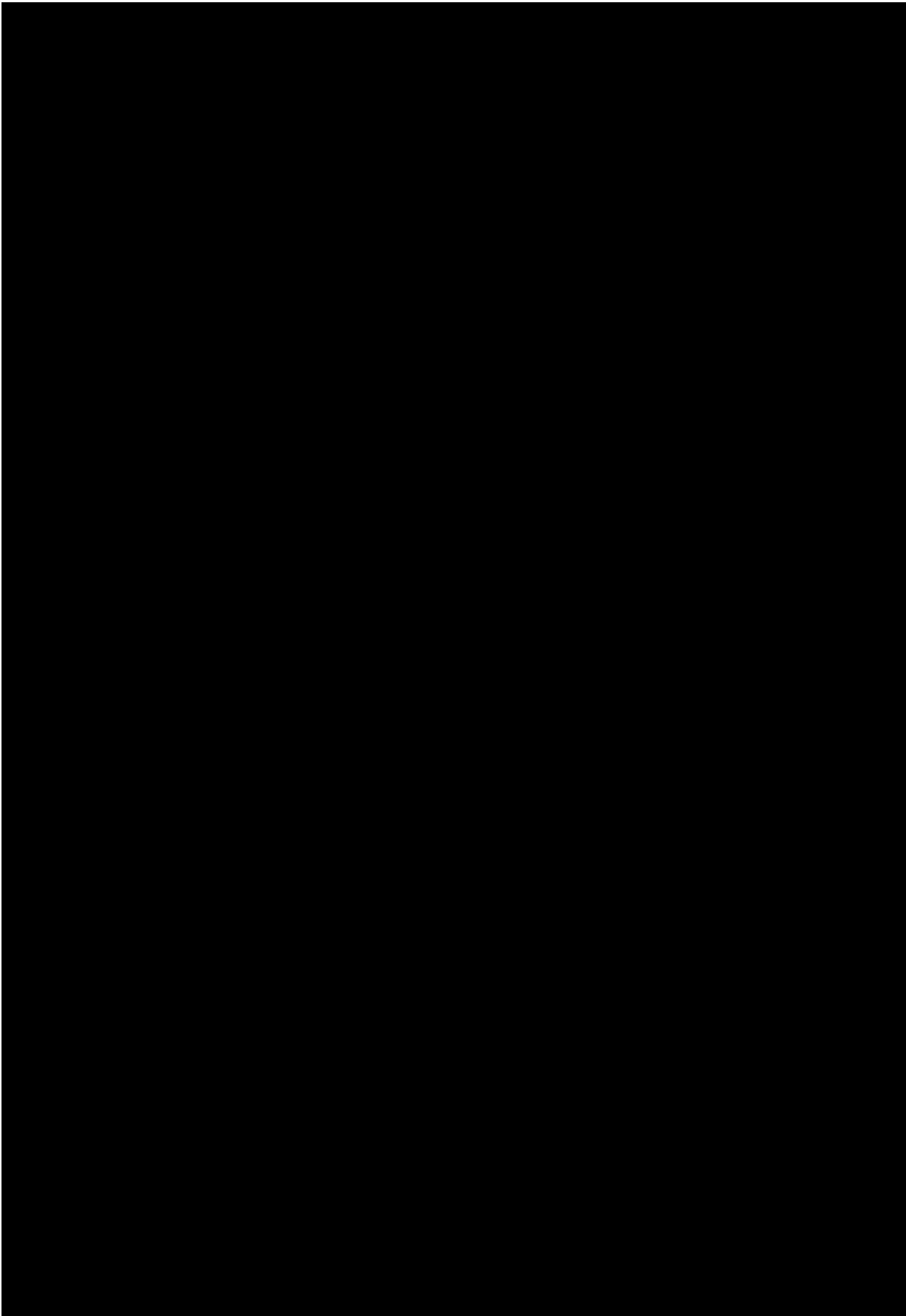




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4. Risk and Impact Allocation

Categories and Risk

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6. Tasks of the SC under the Change Control Procedure

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7. Tasks of the COS under the Change Control Procedure

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Change Control Procedure PXs-TSOs

Attachment 1

Regular Release Management

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