

## FAL\_01: Incident Committee

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2.1.1. Incident Committee deadlines [REDACTED]

Table 1 – Full Decoupling deadlines [REDACTED]

2.1.2. Parties involved in the Incident Committee [REDACTED]

Table 2 – List of the Incident Committee parties and their rights [REDACTED]

2.1.3. Incident Committee during the Market Coupling Session [REDACTED]

2.1.4. Incident Committee outside the Market Coupling Session [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] .....9

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

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<b>Notice</b>	This document is part of the Operational Procedures of 4M MC and is governed by Change Control. Any change to this document shall follow the 4M MC Change control procedure. The content of this document might have evolved by the time you read or use this document. Please contact the 4M MC OPSCOM to check that this is the latest version before using this document.
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**1. Introduction**

This procedure is set to describe the steps that should be taken as soon as a severe incident occurs in the 4M Market Coupling Session, which jeopardizes the publication of the 4M Market Coupling Results calculated by PXs.

The Incident Committee (IC) has to be organized quickly by the 4M MC Coordinator<sup>1</sup> by inviting all PXs and SP (mTMF Operator/TSOs if this is a case) in order to perform an efficient analysis and propose an adequate solution to the incident.

As a general principle, the 4M MC Coordinator sends the Incident Committee invitation only to the PXs and Service Provider as long as the issue is purely PX-related and the relevant decoupling deadlines are not endangered. If respective procedure requires mTMF Operator (TSOs in case of

<sup>1</sup> When the reference is made to Pre- and Post- Coupling procedures, the term MC Operator is applied to 4M MC Coordinator and the term another MC Operator is applied to the next 4M MC Coordinator according to the DOC\_9 of Annex 3 of 4M MC Master Agreement MC Operator Rotational\_Scheme .

mTMF is not reachable) or mTMF Operator (TSOs in case of mTMF is not reachable) contacts 4M MC Coordinator to initiate such Incident Committee then mTMF Operator/TSOs are invited to take a part in the call. The 4M MC Coordinator will always ask directly to the PX/PXs or SP or mTMF Operator or TSOs concerned with the issue to clarify the issue and give a solution as soon as possible, following the procedures.

By definition, the Incident Committee is organized to avoid Full Decoupling, which is a last resort measure. The IC may also be organized to manage exceptional circumstances following 4M MC PXs' and/or PXs-TSOs' procedures. If no any measures solve the respective circumstance which jeopardizes the publication of the 4M Market Coupling Results, than the Incident Committee has the right to launch the Full Decoupling.

As a general rule, during the IC, the procedures have to be applied and also the timing, written in the procedures, has to be respected by all parties.

### 1.1. Purpose

The purpose of this procedure is to provide clear and unambiguous guidelines to the 4M MC Coordinator to organize and manage the Incident Committee. This document shall also provide a clear explanation on the sequence of actions of an Incident Committee.

### 1.2. Governed / Regulated by

- Master Agreement
- 4M PX-PX Agreement
- Service agreements

### 1.3. Associated procedures

- PX relevant procedures

- 
- All 4M Backup procedures ○
  - FAL\_02: Full Decoupling ○ All EXC procedures
  - OPE\_04: Internal and External Communications ○ OPE\_01: 4M MC Coordinator role Takeover ○ OPE\_02: Operational Calls

- PX-TSO relevant procedure
  - o Pre- and Post- coupling procedures
  - o FAL\_03: Full Decoupling with TSOs

## 2. Procedure

### 2.1. General overview

The 4M MC Coordinator initiates the Incident Committee by sending the internal [REDACTED]

Any 4M MC PX or SP or, in case severe problems in mTMF/TSOs system(s) and/or ATC calculation/provision/integration process arise, also any TSO or mTMF Operator may request the organization of an Incident Committee. In this case respective Party shall contact the 4M MC Coordinator by phone and should clarify in which 4M MC procedure/step/case the Party's problem occurs. The 4M MC Coordinator will be in charge of initiating and chairing the Incident Committee. Also, the 4M MC Coordinator is responsible for writing the Incident Report and distributing it to all PXs and SP. The incident report is distributed to TSOs when the incident influences also mTMF/TSOs.

If there has been a 4M MC Coordinator switch during the Market Coupling Session, the 4M MC Coordinator who ends the session is responsible for sending the Incident Report.

All decisions can be recorded by Parties and this record shall only be used for audit purposes or in connection with the recorded discussions.

#### 2.1.1. Incident Committee deadlines

In the Full Decoupling case (as defined in the procedure FAL\_02<sup>3</sup> and FAL\_03 (in case of TSOs)), the 4M MC Coordinator will follow a series of deadlines, [REDACTED]

<sup>2</sup> It is valid only for PXs

<sup>3</sup> It is valid only for PXs

[REDACTED]

[REDACTED]

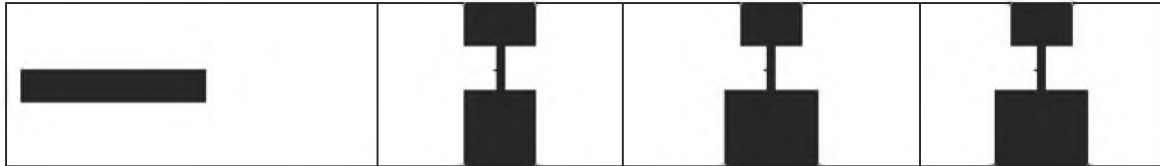
F u l l D e c o u p l i n g c a s e s	Latest Time to Start an IC Message to be sent <sup>5</sup>	Decoupling Message to be sent to	declaring the Full Message to be sent
		12:00 C_03a	12:35 ExC_04a

<sup>4</sup> It is valid only for PXs

<sup>5</sup> It is valid only for PXs

<sup>6</sup> It is valid only for PXs

<sup>7</sup> It is valid only for PXs



### 2.1.2. Parties involved in the Incident Committee

[Redacted text block]

[Redacted]	
[Redacted]	<p>[Redacted]</p> <p>[Redacted]</p> <p>d) PMB and [Redacted]</p> <p>e) [Redacted]</p>
[Redacted]	<ul style="list-style-type: none"> <li>- Take part in the operational analysis in order to assess and apply the potential solution or to pronounce a Full Decoupling.</li> <li>- Participants have 5 minutes to join the call. After these 5 minutes, the IC will start anyway.</li> </ul>
	<p>Take part in discussion and for information purposes but should remain silent in case of decision</p>

[Redacted text block]

[Redacted]	[Redacted]	[Redacted]
[Redacted]	[Redacted]	[Redacted]
[Redacted]	<ul style="list-style-type: none"> <li>- Take part in the operational analysis in order to assess and apply the potential solution or to pronounce a Full Decoupling.</li> <li>- Participants have 5 minutes to join the call. After these 5 minutes, the IC will start anyway.</li> </ul>	Take part for information purposes but should remain silent

**Remarks for inviting the TSOs to the Incident Committee:**

In case the Incident Committee call has been already established between PXs and SP to solve PX’s issues during Market Coupling process and there is a significant risk of early or full decoupling, TSOs and mTMF Operator are invited by 4M MC Coordinator as soon as possible according to procedure FAL 03-Full Decoupling.

**2.1.3. Incident Committee during the Market Coupling Session**

On a daily basis, the Incident Committee can be initiated from Monday to Sunday, during the 4M Market Coupling Session.

At all times, each PX and SP must have one operator available for taking part in the Incident Committee.

**2.1.4. Incident Committee outside the Market Coupling Session**

In case an IC should be initiated outside of the 4M Market Coupling Session due to a severe issue that jeopardizes the 4M Market Coupling Session of the following day, the 4M MC Coordinator will initiate an IC during the agreed business hours: [Redacted]

[Redacted]

[Redacted text block]

2.1.5.

[Redacted text block]

at the latest;

b)

[Redacted text block]

2.1.6.

[Redacted text block]





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[REDACTED]

[REDACTED]

[REDACTED] ator.

[REDACTED]

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[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[Redacted text block]

[Redacted text block]

- Parties or providers that are working on the investigation and resolution.

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[Redacted text block]

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[Redacted text block]

[REDACTED]

[REDACTED]

by [REDACTED] occupying had already ceased the Fall B occupying for the previous market coupling session

[REDACTED]

[REDACTED]

[REDACTED]

### 2.3. Incident Committee Report

At the end of the MCS where an Incident Committee was triggered, the 4M MC Coordinator must fill in the Incident Report template found in Annex I of this procedure.

If there has been a 4M MC Coordinator switch during the Market Coupling Session, the 4M MC Coordinator who ends the session is responsible for sending the Incident Report. The other 4M MC Coordinator will have to fill it with the details related to the actions taken while having the Coordinator role.

After filling the Incident Report template, the 4M MC Coordinator distributes it by email after the end of the MC session, on the same day of the incident.

If the Incident Report cannot be completed during the day of the incident, the 4M MC Coordinator will send an email to all PXs and SP on the same day, summarizing the incident, the actions taken, the solutions that were applied and the next steps to be followed. On the next day, the 4M MC Coordinator will send the Incident Report filled.

The other PXs and SP involved in the incident have to add their own details regarding the causes of the issue and the measures of solving it. The same applies for mTMF Operator if mTMF Operator has been involved in the incident.

The Incident Report shall be sent to the Full Right Participants that attended the IC by the 4M MC Coordinator. These parties may write comments which are reviewed by their related PXs.

The incident report related to PX-TSO issues shall be always sent to the 4MMC Steering Committee for information within one week from its validation.

The Invited Participants may receive the Incident Report from their own PXs.

The Incident Report has to be approved by the rest of PXs and SP within two business days at the latest. The same applies for mTMF when mTMF is involved.

A validation given by a PX is considered validation on behalf of all the parties invited by that PX.

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[Redacted]	[Redacted]	
	[Redacted]	
	[Redacted]	
	[Redacted]	
	[Redacted]	
	[Redacted]	

[Redacted]

[Redacted]

<sup>6</sup> Only if mTMF Operator is involved. <sup>11</sup>  
Only if TSOs are involved.



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**DECISION**

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**SIGNATURES:**

HUPX		<b>FINAL DECISION</b>
OKTE		
OPCOM		
OTE		
SP		
mTMF <sup>7</sup>		
TSOs <sup>13</sup>		



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<sup>7</sup> Only if mTMF Operator is involved. <sup>13</sup>  
Only if TSOs are involved.

	
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