Annex 4 to the Fourth Amendment to the Intraday Operations Agreement (IDOA) :

Adapted Exhibit 3: Change Control Procedure

Exhibit 3 to the IDOA: SIDC_JOINT_OTH_03 - Change Control Procedure

Remarks

Please note:

Besides this Joint TSO-NEMO Change Control Procedure, which is applicable for so-called Joint Components, there also is a Change Control Procedure under the All NEMO Intraday Operational Agreement (ANIDOA) and another one under the TSO Cooperation Agreement For Single Intraday Coupling (TCID), for NEMO-only and TSO-only Components, respectively.

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1. Introduction

This document describes the process of managing requests for Changes relevant to the Single Intraday Coupling (SIDC) and is compliant with the principles set out in the Algorithm methodology. This procedure is to be applied in case of Changes to Components that are used as part of the SIDC operations and that affect both TSOs and NEMOs. It provides a controlled process so that Changes can be implemented efficiently within the minimum time and with the least Risk.

The process aims at, tracking any Change, small or large and, aiding the decision-making process. Whilst the majority of Changes are likely to be straightforward operational Changes or small textual Changes, it is still important that the procedure is robust to the processing of more complex Changes.

The implementation of the timings and procedures of the Change Control Procedure must always be consistent with the relevant provisions set forth in respect of maintenance in the XBID-MSA. Should an inconsistency emerge, the MC SC or any other body delegated by the latter (as defined below) shall be entitled to approve any deviation from this Change Control Procedure.

All references to "XBID" shall be understood as referring to SIDC.

1.1. Definitions

For the purpose of this Exhibit 3 (SIDC_JOINT_OTH_03 - Change Control Procedure), the following capitalized terms used herein shall have the meaning set forth in Exhibit 1 and in this section.

"Central Change Administrator (CCA)": The body in charge to coordinate the Change Control Procedure. The detailed description of the CCA is provided in section 2.2 of this Exhibit 3 to the IDOA: SIDC_JOINT_OTH_03 - Change Control Procedure.

"Change": An alteration, small or large, through which a Component becomes different.

"**Change Control Board (CCB)":** is the body with delegated decision-making power on any Changes to the Components. The detailed description of the CCB is provided in section 2.1 of this Exhibit 3 to the IDOA: SIDC_JOINT_OTH_03 - Change Control Procedure.

"Component": A piece of software, hardware, reference data, the SIDC Algorithm, Joint SIDC Procedures or document (e.g. functional documentation) subject to this Change Control Procedure, as listed in Annex 1 of this Exhibit 3 to the IDOA: SIDC_JOINT_OTH_03 - Change Control Procedure.

"Go-Live date": means, with respect to each Request for Change, the date within a specific Go-Live window on which such Request for Change is to be implemented in operation.

"Go-Live window": means a period in a calendar year, during which the: (i) Requests for Change may be submitted; (ii) the assessment process of Requests for Change will take place; or (iii) the Request for Change will Go-Live.

"**Implementation Manager**": is the person identified in the Implementation Plan as responsible for the implementation of the Change. The detailed description of the role is provided in section 2.4 of this Exhibit 3 to the IDOA: SIDC_JOINT_OTH_03 - Change Control Procedure.

"Implementation Plan": is the form to be filled in that describes how the Change will be tested, deployed, installed and transitioned into an operational system. The Implementation Plan might be an integral part of the Request for Change.

"**Local Change Administrator (LCA)":** is the person appointed by each Party as single point of contact for that Party, being involved for the purpose of the Change Control Procedure. The detailed description of the role is provided in section 2.3 of this Exhibit 3 to the IDOA: SIDC_JOINT_OTH_03 - Change Control Procedure.

"Originator": means one or more NEMO(s) and/or TSO(s) submitting a Request for Change.

"**Request for Change" or "(RfC)":** means a formal request by an Originator for any Modification to a Component or to its usage .

"Risk": is the potential that a Change will lead to a situation involving exposure to danger or to an undesirable outcome.

1.2. Scope

All Changes related to Components as well as Changes not related to the Components but affecting all or some of the Parties must be proposed through the process described in this Change Control Procedure.

Changes may impact the rights and obligations of the Parties under the IDOA and imply Changes to their liabilities under the IDOA. Changes may also concern elements that are already regulated by the IDOA (including its Exhibits) or by applicable mandatory Legal Provisions. In particular, Articles 24 IDOA (Agreement Modifications) is to be applied for each Change, implying that besides application of this Change Control Procedure, additional formalities are required (e.g., as the case may be, formal amendment Agreement, MC SC decision).

With a view to ensure compliance with the IDOA and mandatory Legal Provisions, CCB shall request the legal representatives of the Parties, as the case may be via the legal task force established by the Parties, to review any Change which they believe has, or might have, an impact on any of the criteria listed in the previous paragraph.

1.3. Governed/ Regulated by

- Algorithm Methodology (articles 10 – 19)
- Intraday Operations Agreement (IDOA)

2. Bodies and roles involved

2.1. Change Control Board (CCB)

Introduction

The role of the CCB is fulfilled by either the OPSCOM and/or QARM, as further described below. The tasks for the CCB under the Change Control Procedure are defined in the present section.

The role of the CCB is performed by the OPSCOM unless indicated differently.

The role of the CCB is performed by QARM with support of MSD where it concerns development of releases of the XBID System or releases of Components serving the SIDC/IDA until the moment the development of the releases is successfully completed. For changes of Components serving both affecting SDAC and SIDC/IDA, SIDC is in the lead for the role of CCB and responsible for addressing the changes at the relevant SDAC body. For the avoidance of doubt, any Changes to this Exhibit 3 to the IDOA: SIDC_JOINT_OTH_03 - Change Control Procedure is subject to decision of MC SC.

The role of the CCB is performed by QARM with support of MSD where it concerns Changes required by legislation, based on roadmap/wish list which are initiated by external stakeholders (ENTSO-E or NEMO Committee). QARM will keep track of all Changes made by updating the Change Request Register mentioned in Annex 2.

The CCB has the mandate to delegate any of its tasks to any other appropriate body within SIDC.

Tasks of OPSCOM when acting as CCB

Under the Change Control Procedure, the OPSCOM has the following tasks when acting as CCB:

1) Maintain and provide the overview of the impact, urgency and priority on any Changes to the Components;

2) Discuss objections or comments received from the LCAs and provide guidance on any Changes to the Components. External experts can be invited to participate in OPSCOM's discussions;

3) Discuss/approve/reject proposed Changes;

   Please note that rejections can only be made when:

   i. Implementation entails Risks which cannot be sufficiently mitigated;

   ii. If there is a rejection of the Change from one Operational Party, and this rejection is upheld after discussion in the OPSCOM;

   iii. Change conflicts with other implementations;

   iv. There is a disagreement on the content of the Change.

4) Approve/reject proposed order of the implementation of Changes (in case several Changes relate to the same Component or to different Components, but in the same timeframe); and

5) Appoint an Implementation Manager responsible for implementing Changes (or instructs that such person should be appointed).

6) Being available, within the timeframes set forth in the Change Control Procedure, to perform the tasks as defined in the Change Control Procedure;

7) Assess completeness of the RfC in light of the Change Control Procedure, request for additional information, budgets and contracts;

8) Review RfCs, so a decision can be made on the implementation, i.e. approval, rejection (with reasoning) or need for additional information, before a decision can be made;

9) Review objections to RfCs;

10) Assess completeness of objections to RfCs in the light of the Change Control Procedure and request for additional information if required;

11) Accept or reject objections to RfCs;

12) Check that the Change Go-Live criteria have been met and confirm the implementation date for Changes and the timing of implementation;

13) Receive update before each OPSCOM call/meeting from the CCA;

14) Escalate Issues for decision of the MC SC as set forth in the Change Control Procedure;

15) Review the appropriateness and efficiency of the Change Control Procedure at least once a year;

16) Review and ratify the cost estimation of RfCs. The cost estimations themselves shall be compiled by the Implementation Manager on the basis of input from the relevant LCA(s);

17) Provide monthly reports to MC SC on the RfCs handled in accordance with this Change Control Procedure.

Tasks of QARM when acting as CCB

Under the Change Control Procedure, QARM has the following tasks when acting as CCB:

1) Maintain and provide the overview of the impact, urgency and priority[1] on any Changes to the Components of the XBID System and/or the IDA CIP Tool;

2) Discuss objections or comments received from the LCAs and provide guidance on any Changes to the Components, including the SDAC Components serving the SIDC/IDA. External experts can be invited to participate in QARM's discussions;

3) Discuss/approve/reject proposed Changes;

    Please note that rejections can only be made by QARM when:

      i. Costs exceed benefits (then the Change is raised to the MC SC and MC SC makes the decision);

      ii. Development is excessive (then the Change is raised to the MC SC and MC SC makes the decision);

      iii. Implementation entails Risks which cannot be sufficiently mitigated;

      iv. If there is a rejection of the Change from one Operational Party, and this rejection is upheld after discussion in the QARM;

      v. Change conflicts with other implementations;

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[1] Based on the prioritization rules given in Algorithm Methodology, article 17.

      vi.   There is a disagreement on the content of the Change.

4) Assess completeness of the RfC in light of the Change Control Procedure, request for additional information, budgets and contracts;

5) Approve/reject proposed order of the implementation of Changes (in case several Changes relate to the same Component or to different Components, but in the same timeframe);

6) Check that the Change Go-Live criteria have been met and confirm the implementation date for Changes and the timing of implementation;

7) Escalate Issues for decision of the MC SC as set forth in the Change Control Procedure;

8) Provide monthly reports to MC SC on the RfCs handled in accordance with this Change Control Procedure.

Tasks of MSD when acting as CCB

Under the Change Control Procedure, the MSD has the following tasks when acting as CCB:

1) Prepare RfCs for Research and Development;

2) Assess impact of proposed Changes on the Components of the XBID System or the Components serving the SIDC/IDA;

3) Pro-actively act as advisor to SDAC MSD where it concerns the requirements on the Components serving the SIDC/IDA, where needed by representation in appropriate body within SDAC;

4) Assess completeness of RfCs in light of the Change Control Procedure, request for additional information;

5) Review RfCs, so a decision can be made on the implementation, i.e. approval, rejection (with reasoning) or need for additional information, before a decision can be made;

6) Review objections to RfCs;

7) Assess completeness of objections to RfCs in the light of the Change Control Procedure and request for additional information if required;

8) Accept or reject objections to RfCs;

9) Review and ratify the cost estimation of RfCs. The cost estimations themselves shall be compiled by the Implementation Manager on the basis of input from the relevant LCA(s);

10) Provide monthly reports to MC SC on the RfCs handled in accordance with this Change Control Procedure.

2.2. Central Change Administrator (CCA)

Introduction

The CCA is the body responsible for the central management and administration of Changes under the Change Control Procedure. The role of the CCA is key to the successful operation of the Change Control Procedure. The person performing this role is the single point of contact RfCs and for circulating information and analysis requests. The person performing this role manages the central repository for Change control information.

The role of the CCA is performed by the chair of the OPSCOM in the cases where OPSCOM is acting as CCB as indicated in section 2.1.

The role of the CCA is performed by the chair of QARM in the cases where QARM is acting as CCB as indicated in section 2.1.

The role of the CCA is performed by the chair of QARM in the cases where MSD is acting as CCB as indicated in section 2.1.

Tasks of CCA

Under the Change Control Procedure, the CCA has the following tasks:

1) Keep an updated version of the contact details of the LCAs and make it available to the CCB;

2) Update and maintain a Change request register (see Annex 2) and make sure this register is available for the CCB;

3) Receive RfCs from the LCAs as well SIDC/IDA relevant RfCs from the CCA responsible for SDAC and circulate these for information to the CCB in accordance with the Change Control Procedure;

4) Act as a single point of contact for external parties related to SIDC, regarding Changes requested by the external party that require joint testing or that have any impact on any of the Components of the XBID System or the Components serving the SIDC/IDA;

5) Assess the completeness of RfCs in the light of the Change Control Procedure, including the check of the Components and Risk categories in accordance with the Change Control Procedure.

6) Request for additional information on RfCs;

7) Request ad-hoc meetings of the CCB to review urgent RfCs (can only take place on Business Days);

8) Provide RfCs to the CCB and ensure the follow up of the decisions of the CCB in this matter and ensure that also MSD can properly assess impact of proposed Changes on the Components of the XBID System or the Components serving the SIDC/IDA;

9) Review objections to Changes;

10) Assess completeness of objections to a RfC in the light of the Change Control Procedure;

11) Request additional information on objections to a RfC;

12) In case the objection to Change remains unmotivated or motivated inadequately following a request for additional information, escalate the matter to the MC SC;

13) Coordinate with SDAC CCA on the implementation of Changes on the Components serving the SIDC/IDA;

14) Communicate to all LCAs and where relevant the CCA responsible for SDAC the confirmation by the CCB of the implementation date and timing for the Changes;

15) Communicate the Change Go-Live criteria to the LCAs and CCB;

16) Provide advice to any concerned Party (or subcontractor if any) on completing the forms under the Change Control Procedure if necessary.

Please note that the CCA is expected to attend all CCB calls and meetings, but in its role has no voting rights.

2.3. Local Change Administrator (LCA)

Introduction

LCAs perform a key role in the Change Control Procedure. LCAs are the single point of contact of each Operational Party for any Internal Communications in respect of the RfCs.

The role of the LCA is performed by the members of OPSCOM in the cases where OPSCOM is acting as CCB as indicated in section 2.1.

The role of the LCA is performed by members of QARM in the cases where QARM is acting as CCB as indicated in section 2.1.

As a general matter LCAs are responsible for:

1) Submitting RfCs;
2) Coordinating the responses to solution analysis requests (section B of the RfC) and impact assessments within their own organizations;
3) Ensuring that all needed Local Modifications are performed in line with the implementation of the Change to the Components.

For any Component for which a RfC must be filed, the relevant LCAs will be responsible for submitting the RfC, for coordinating the assessment of the impact of the Change and for ensuring that the Change is implemented.

An LCA shall be appointed by:

Each of the Parties. In this case, each Party shall appoint its own representative; and

The LCAs shall perform all tasks assigned to them. The LCAs will perform their tasks on Business Days.

In the different steps of the processes, the LCA will ensure that all received information is distributed inside the company or organization it represents and that the comments of such company or organization, when existing, are brought in the CCB discussions.

Tasks of LCA

Each LCA shall have the following tasks:

1) Designate a person who will substitute for the LCA in case the LCA cannot perform its tasks;
2) Provide the CCA with its contact details and those of its substitute and keep the CCA updated of any change of these;
3) Send complete RfCs to the CCA in accordance with the Change Control Procedure;
4) Inform all relevant persons within its company of RfCs as communicated by the CCA and follow up on these internally;
5) Take receipt of RfCs from the CCA for solution analysis and impact assessment;
6) Receive notice of the RfCs from the CCA and ensure that the relevant departments within the company or organisation it represents are informed about its content. The LCA will ensure that the relevant persons within the company or organisation it represents are informed of it with a view of assessing the RfCs within the timeframes set out in the Change Control Procedure;

7) Raise objections, if any, against received RfCs. Objections shall always be motivated. Before raising an objection, the LCA ensures that reasonable efforts have been made to resolve the objection between the Relevant Parties (or subcontractors if any);

8) Collect the results of the internal analysis/assessment and communicate a common position of its company to the CCA;

9) Ensure that the date upon which a Change will be implemented, is reported to all the relevant persons within its company.

2.4. Implementation Manager

Introduction

The Implementation Manager is a role identified in the Implementation Plan as the responsible of the implementation of the Change. The Implementation Manager (in the scope of this process) is responsible for, in cooperation with the CCA and where relevant also the CCA responsible for SDAC, gathering all approvals from all the governance bodies under the Agreement involved and from the external entities affected by the Change (as Originator of the RfC or as any Party connected to the XBID System or participating in the SIDC/IDA).

Where Changes concern the development of a release of the XBID System or Components serving the SIDC/IDA the role of Implementation Manager is fulfilled by a designated member of QARM.

Where Changes concern the configuration of the XBID System or Components serving the SIDC/IDA the role of Implementation Manager is fulfilled by a designated member of OPSCOM.

Tasks of the Implementation Manager

Under the Change Control Procedure, the Implementation Manager has the following specific tasks, namely to:

1) Implement the Change in coordination with the LCAs and in accordance with the relevant procedures;

2) In cooperation with the CCA, collect the various authorisations and approvals required for approval of the implementation;

3) Coordinate and provide any documentation required by the LCAs;

4) Request approval on the acceptance criteria from the LCAs;

5) Coordinate and provide all required documentation for the CCB;

6) Provide information and answers to questions from the LCAs, CCA and CCB in regard to any implementation approval;

7) Check that the Go-Live criteria have been met and confirm the implementation date for Changes and the timing of implementation;

8) Ensure that all quality assurance actions, including any testing, to meet the Go-Live criteria are conducted successfully; Where the change has an impact on the Component serving the SIDC/IDA as well as SDAC, the testing shall include full chain testing (i.e. testing of all involved systems in the operational process at central, regional and local level).

The Implementation Manager is end responsible for the quality of the Change to be implemented.

3. Procedure details

3.1. Outline of the Change Control Procedure

This procedure is based on a distinction between the following types of Change:

- Non-notifiable Change

- Fast-track Change

- Standard Change

- Research and Development Change

All Changes are submitted in the Request for Change form (RfC form, see section 6.2) and registered in the Change Request Register (see Annex 2).

In some cases when Changes are requested, it may not be possible for the Originator to complete all of the sections of the RfC (Request for Change), itself. In this case, contributions to some sections, such as e.g. solution analysis (section B of the RfC), impact assessment (section C of the RfC), and Implementation Plan (section D of the RfC), will be requested from the appropriate (representatives of the) Parties, that will provide their input using the relevant form(s). This will allow individual responses from several Parties which will together form one single RfC in the case, for example, the solution affects several Components.

Note for RfC that may impact the configuration of production:

If the RfC may impact the parameters of the production configuration as listed in the list of Components set forth in Annex 1, the Implementation Manager will have to update the related documents.

Note for RfC that may impact the procedures:

When the RfC may impact the procedures, this impact will be reviewed by the OTF and the assessment outcomes will be added in the impact analysis of in the RfC document.

3.1.1. Non-notifiable Change

A "Non-notifiable Change" is a Change that does not directly affect the MCO Function Components, does not cause any detriment to the performance of the Single Intraday Coupling and is without impact for Parties and Market Participants. The Parties understanding is that this type of Change may not have a negative impact on the performance of the Single Intraday Coupling.

A decision for implementation can be taken by the Local Change Administrator and might concern configuration Changes which the CCB in principle cannot reject. A decision on such Change shall be taken within 1 month.

3.1.2. Fast track Change

A "Fast-track Change" is a Change that needs to be implemented with urgency to avoid disturbance of the operational process, breach of legislation, or unreasonable damage for any of the Parties. This type includes Bug fixes and the application of corrective measures.

This type of Change can be handled through a shortened version of the process, both in terms of timings and steps. This shortened process could be applied as a consequence of a decision of the CCB for the implementation of an urgent, non-blocking Issue in very short period of time. Also, this shortened process has to respect Business Days (see 3.3.1. RfC procedure for Non-notifiable Changes)

3.1.3. Standard Change

A "Standard Change" is a Change that has a potential impact on the Components including negative impact of the performance of the algorithm and/or impact for Parties or Market Participants. Any Request for Change not being of a "Non-notifiable Change", a "Fast track Change" or a "Research and Development Change" shall be considered as Standard Change.

3.1.4. Research and Development Change

A "Research and Development Change" is a Change aimed at activating the research and development analysis on the specific functionality involved. The assessment is carried out in the test framework (non-operational environment) according to the relevant research and development; hence, the management of such Request for Change is carried out according to a dedicated process. The proposal will be received via QARM in order to evaluate the start of process as CCB with approval of MC SC. After that Change request is raised it will be handed over to MSD for implementation.

3.2. General process considerations

Any disagreement to the type of request, priority and impact of a Change will be notified to and resolved in the OPSCOM. If the Issue cannot be resolved in the OPSCOM it shall be escalated to the MC SC or to any other delegated/substituting body consistent with the relevant provisions of the IDOA.

Guidance

The table below provides guidance on the process to follow for some of the Changes:

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Follow up on emergency Changes made in the Incident Committee

In case of operational problems that require the introduction of a Change or Hot Fix, the relevant Operational Procedure will be applied in the Incident Committee Conference Call. Once the Incident report is available, the CCA will fill out the RfC form on a Best Efforts basis, so it can be discussed in the next periodic OPSCOM call. This follow up will be handled during Business Days.

3.3. Process description tables

Introduction

The process description tables in this section describe the overall flow of the procedure in the following cases:

- Non-notifiable Change
- Fast track Change and Standard Change

Activity and timing information

The tables below provide details of the actions to be taken at each step of the procedure and the timeframe within which they should be carried out.

In all cases where there is activity to be carried out by a Party (or its subcontractors if any) the latter shall provide its Best Efforts to implement such activity as soon as practically possible and in line with the agreed timeline. In particular, the CCA will review the RfC and any supporting documentation within the timeframes set forth herein. The timeframes can be changed, the Changes of timeframes are subject to the Change Control Procedure and will be handled by the OPSCOM.

In all cases the processing of Changes will be much faster when the RfC will be as complete and as detailed as possible from the beginning.

Communications will be ordinarily sent via email, with telephone as backup. The External Communications with external entities involved or affected by the Change will be performed by the CCA on behalf of the Parties.

3.3.1. RfC procedure for Non-notifiable Changes

| 9 | Escalation to MC SC | CCB | MC SC | Upon escalation of the Change by CCB, the MC SC will review the decision of the CCB. | Within 7 Business Days of receiving the decision from step 7 | |

3.3.2. RfC Procedure for Standard Changes

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4. Risk and impact allocation

The overall impact of implementing a Change will be defined through the nature of the Components affected and the Risk associated with the particular Change that is being carried out. Note that, when a Component is jointly shared by Parties, it is treated as if there was just a single Component.

4.1. Categories

The categories for each Component are defined as part of the Component description in the configuration database. The categories are defined below.

Category	Description
CAT1	The Component is central, i.e. will definitely influence the SIDC
CAT2	The Component is critical to meet normal operations. Non-availability or Incident might lead to disturbance of the SIDC.
CAT3	The Component interacts with a CAT2 Component and is only used on a Local basis (or indirectly contributes to the SIDC).

4.2. Risks

Each proposed Change will have a degree of Risk associated with it and these are described below.

Risk	Description
Very low	In case of an Incident on a specific Component, the market process is not directly at risk. Meaning that SIDC/IDCT and SIDC/IDA Matching process will not be affected by this Incident
Low	In case of an Incident on a specific Component, the market process is not directly at risk. Meaning that SIDC/IDCT and SIDC/IDA Matching process will not be affected by this Incident, it's managed using a workaround, but it has to be fixed
Medium	In case of an Incident on a specific Component, the market process could be at risk. Meaning that SIDC/IDCT and/or SIDC/IDA Matching process could be jeopardized.
High	In case of an Incident on a specific Component, the market process is at risk. Meaning that SIDC/IDCT and/or SIDC/IDA Matching process will be for sure jeopardized.

4.3. Component impact

For **each Component** affected by the proposed Change the category and Risk are combined to provide an impact for the Component as defined in the table below.

The Originator will provide, if possible, an initial assessment of the applicable category in the RfC. This will be reviewed and where required completed by the Implementation Manager.

5. Assurance gathering

As part of the Change Control Procedure it is necessary to provide assurance that the Changes that have been made are correct and suitable for live operation. This assurance gathering can take place using a range of activities as described below. The level of assurance gathering will depend on the nature and scope of the Change.

5.1. Assurance activities

The table below lists some of the assurance activities that might be adopted when Changes have been implemented in order to ensure that the market is not jeopardized following by such implementation. The assurance activities will be detailed in the Implementation Plan and approved by the LCAs/CCB which shall solve any possible objections in first instance. If objections cannot be resolved by the CCB, these will be escalated to the MC SC to solve the Dispute.

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Any of these might be used in a particular situation depending on the nature of the Change.

5.2. Scope of assurance gathering

In deciding what assurance gathering should be carried out it is necessary to take into account the scope of the Change and its complexity/Risk. The table below provides guidance on the levels of assurance that might be used as part of carrying out a Change. This is not intended to be a rigid definition but provides guidelines of what might be done for varying types of Changes.

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In all cases, some degree of regression testing will be carried out either across the whole market systems for CAT 1 and/or locally for CAT 2 Changes.

6. Change control forms

6.1. Introduction

The Change control forms provide the basis of the information exchanges regarding Changes between all interested Parties with respect to a particular Change.

For complex Changes (i.e. Changes needing a thorough impact analysis, such as impacting several systems, a substantial Change of a Component, etc.) the impact assessment form and the Implementation Plan form can be used to gather information from participants.

Objections are raised using the objections form and Changes to Component versions are sent on the Component version update form.

This section provides details of how to complete the forms and the information that is required in each one. The provision of complete and correct information is important for the efficient operation of the overall process. Generally, as much information as possible should be provided at each stage to speed up the process.

Where the CCB needs to involve a third party in the assessment of RfCs or the Implementation the use of other forms may be required in line with the agreement with the respective third party.

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6.3. Impact assessment form

6.3. Impact assessment form

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6.4. Implementation Plan form

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6.5. Objections form

Annexes

- 1: Lists of Components under Change Control Procedure
- 2: Change request register
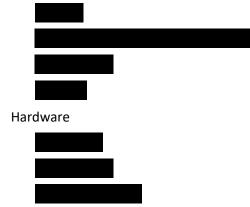- 3: Urgent Delivery Area Change

Annex 1: Lists of Components under Change Control

The Components listed below are governed by the Change Control Procedure. Please note that this list is not exhaustive.
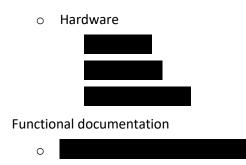
- Joint SIDC Procedures (as annexed to the IDOA)
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    - Hardware
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- Central Interface Point for Intraday Auctions
    - Software
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- o   Hardware

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- Functional documentation

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- Local Components that (potentially) impact the joint SIDC Components are also subject to this Change Control Procedure.

Annex 2: Change request register

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Annex 3: Urgent Delivery Area Change

For some Delivery Area (in Single Day-Ahead Coupling context referred to as Bidding Zone) Changes, strict deadlines must be upheld. The purpose of this Annex is to ensure that urgent Changes in Delivery Areas takes priority and is handled diligently and without delay.

To perform an urgent Delivery Area Change, the Urgent Modification process described in the Change Control Procedure shall be used.

Delivery Area Changes can involve introduction of new Delivery Area(s), Changes to the size of already existing Delivery Areas (within the same geographical area) and Changes within existing Delivery Areas as renaming (renumbering) or Changes to the cross-zonal connections.

The Delivery Area Change must be notified by the TSO to the CCB no later than 4 weeks before the implementation date, and immediately upon receipt of such Notification by the TSO. The TSO and the affected NEMO(s) will publish that Change to the market(s).

The need for a Change will first be addressed as a Notification to the SDAC (Single Day-Ahead Coupling) CCB following with an urgent Modification request to the CCB. The Bidding Areas in the SDAC and in SIDC need to use the same area definitions, and both systems needs to do the same Change within the same timeframe.

General remark: the requirement is that all involved systems will be able to handle a Bidding Area Change within four weeks after it has been notified to the SDAC CCB and the CCB.

Note that the decision to do the urgent Delivery Area Change is made by the TSO and its NRA. The only formal rejection of such a Notification in the CCB is that the minimum four weeks deadline for sending the Notification to the CCB is not respected.

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[i] Business secret
[ii] Internal operational timing/no public information
[iii] Commercially sensitive information
[iv] Confidential by nature/security of supply