

Document Ref: STCP 4-4 Version 001 Provision of Asset Operational Information

STC Procedure Document Authorisation

Company	Name of Representative	Signed off (date)
NGT		
SP		
SSE		

STC Procedure Change Control History

Issue 001 – 23/12/04

Outstanding issues to be resolved pre company sign-off

Outstanding issues to be resolved post company sign-off

1. Dispute resolution process
2. Definitions may form a separate 'STCP'

1 Introduction

1.1 Scope

1.1.1 This procedure covers the Parties responsibilities with respect to the provision of Plant and/or Apparatus operational information where there is any issue or changes to Operational Capability Limits (OCLs) including:

- Any Services Reduction to a TO's Transmission Services, which includes:
 - a) any change to the ratings associated with a TO's Transmission System; and
 - b) any technical limitations on Plant and/or Apparatus that could affect the operation of a TO's Plant and/or Apparatus.
- Any enhancements to the OCLs made available by the TO or requested by NGC.

1.1.2 For the avoidance of doubt, this procedure specifically excludes the obligations and processes associated with the provision of standing data, control telephony and of real time data.

1.1.3 This procedure specifically excludes the obligations and processes covered by the information exchange associated with STCP 11-1(Outage Planning).

1.1.4 This procedure specifically excludes the obligations and processes covered by the information exchange, associated with STCP 9-2 (Site and Public Safety) and STCP 3-1 (Post Event Analysis).

1.2 Objectives

1.2.1 The process specifies the following:

- the responsibilities of NGC and the TOs in relation to the provision of asset operational information that may impact on the operation of the TO's Transmission System;
- the requirements for the provision of other operational information; and,
- the means of communication to be used in the provision of operational information.

1.2.2 Operational information covered by this procedure is:

- OCLs which apply to Services Reductions or enhancements to Normal Capability Limits (NCL), including ratings and technical limitations;
- miscellaneous operational information that may impact on the operation of the TO's network; and,
- operational safety bulletins.

1.3 Background

1.3.1 Where NGC agrees an Outage, the relevant Transmission Services are deemed to be wholly withdrawn, where not otherwise specified. Any further specification of OCLs for outages is covered in STCP 11-1 (Outage Planning).

1.3.2 A TO is responsible for notifying NGC of any Services Reduction associated with its Transmission System. Initially the TO will inform NGC of the Service Reduction and then use the Operational Capability Limit Record (OCLR, as per Appendix C) to confirm all Services Reductions to NGC.

1.3.3 The TO is responsible for notifying NGC of any issue or any change to an OCL associated with that TO's Transmission system.

1.3.4 NGC is responsible for notifying the TO of any change to the operational integrity of Plant and/or Apparatus of which NGC is aware that could affect the operation of the TO's Plant and/or Apparatus. This includes any Event or circumstance that could affect the TO's ability to provide Transmission Services.

- 1.3.5 A TO may notify NGC of OCLs that may exceed the NCLs, and of any conditions that apply to the use of such OCLs.

2 Key Definitions

2.1 For the purposes of STCP 4-4:

- 2.1.1 **Enhanced OCL.** means the temporary assignment of a higher OCL to a specific item of Plant and/or Apparatus.
- 2.1.2 **OCLR** is the document produced by the TO as per appendix C.

3 Procedure

3.1 Rating Limitations and Plant & Equipment Technical Limitations pertaining to Operational Capability Limit Records

- 3.1.1 Where the TO becomes aware of the need to issue, modify or cancel an OCL on any item of Plant and/or Apparatus that may affect the operation of its Transmission System the TO shall:
- verbally inform NGC of the OCL and, if deemed appropriate by the TO, any other TO;
 - provide NGC with a Service Restoration Proposal unless otherwise agreed;
 - The TO shall confirm as soon as practicable to NGC (and if deemed appropriate by the TO, any other TO) any enduring changes to an OCL through an OCLR. The OCLR of the issued, modified or cancelled OCL will include any limitations or conditions that apply; and,
 - along with NGC make a record of the issue, modification or cancellation of the OCL in accordance with their procedures.
- 3.1.2 When informed of a change to an OCL, NGC shall immediately take such action as necessary to return the TO's Plant and/or Apparatus to the new OCL.
- 3.1.3 When NGC becomes aware of any Event or circumstance that could affect the TO's ability to provide Transmission Services, they shall inform the relevant TO(s).
- 3.1.4 Where NGC has exceeded an OCL, they shall inform the TO as soon as practicable. Where appropriate, NGC and the TO shall issue a report as described in STCP3-1 (Incident and Fault Reporting). If the TO becomes aware that NGC has exceeded an OCL, that TO shall inform NGC.

3.2 General Conditions with respect to OCLR

- 3.2.1 For the avoidance of doubt, there may be more than one OCLR in respect of any piece of Plant or Apparatus.
- 3.2.2 The TO shall use all reasonable endeavours to ensure that two or more OCLRs in place simultaneously on the same piece of Plant or Apparatus contain consistent information. If two or more such OCLRs are in place all conditions shall apply simultaneously, i.e. the most restrictive condition shall apply.
- 3.2.3 If either a TO or NGC becomes aware that either any information in an OCLR is unclear, or that apparently inconsistent OCLRs for the same Plant or Apparatus are in place, they shall promptly inform the other Party. The TO shall, as soon as reasonably practicable, clarify the relevant OCLRs and remove any apparent inconsistencies. This may include, as appropriate, issuing new OCLRs and cancelling existing OCLRs.

3.3 Assessment of an Enhanced OCL

- 3.3.1 An Enhanced OCL is issued where the TO considers it is acceptable to operate Plant and /or Apparatus above its NCL (with limitations and restrictions). In such cases, the TO shall also assign a default OCL, which shall become effective if the Enhanced OCL is suspended because those limitations and restrictions can no longer be maintained.
- 3.3.2 An Enhanced OCL may be advised by the TO or requested by NGC.
- 3.3.3 NGC may request a temporary enhancement to the NCL (or current OCL) that requires the TO to assign a higher OCL to a specific item of Plant and/or Apparatus. This shall be achieved by the TO in its discretion assigning an Enhanced OCL, which may contain conditions and limitations as detailed in the relevant OCLR. Where NGC considers it necessary to have an Enhanced OCL, NGC shall request permission from the TO using the proforma in Appendix D.
- 3.3.4 On receipt of a request for an Enhanced OCL, the TO shall carry out an initial assessment and inform NGC of its intention or otherwise to proceed with a formal assessment.
- 3.3.5 NGC shall support the TO by providing information and data, where necessary, to complete the formal assessment. The TO shall be responsible for all aspects of the formal assessment and shall ensure that it is carried out in line with Good Industry Practice.
- 3.3.6 On completion of the formal assessment, the TO shall advise NGC, and other TO if appropriate, of their decision, confirming or otherwise, acceptance of the request for an Enhanced OCL, and complete section 2 of the proforma in Appendix D.
- 3.3.7 In the case of acceptance, the TO shall complete an OCLR as described in section 3.4.
- 3.3.8 NGC shall inform the relevant TO of any User's permission to operate their Plant and/or Apparatus in excess of its capability, in line with User specified ratings either permanently or temporarily and any restrictions applied.

3.4 Creation of an Enhanced OCL

- 3.4.1 To create an Enhanced OCL, the TO shall complete an OCLR which will include, any limitations and restrictions that may apply to the relevant Plant or Apparatus, and the applicable default OCL that will apply on suspension of the Enhanced OCL upon notice from the TO. Consideration should be given to cancelling any outstanding OCLR's on the Plant or Apparatus if it improves the clarity of the new enhanced OCLR.
- 3.4.2 As a condition of an Enhanced OCL, the TO may stipulate that on each and every occasion the Enhanced OCL is to be used, it must first be confirmed by the TO.
- 3.4.3 The TO shall manage all site issues including, but not limited to, access restrictions and technical restrictions arising from the TO formal assessment, associated with operation at the Enhanced OCL.
- 3.4.4 The TO can require that the use of the Enhanced OCL be withdrawn, either temporarily or permanently.
- 3.4.5 The TO can specify in the conditions and/or limitations of the enhanced OCLR a duration for the enhanced OCLR to be effective for. Once this time limit has been reached NGC shall take such action as necessary to return Plant and/or Apparatus to the NCL, or default OCL stated on the enhance OCLR.

3.5 Temporary Suspension of Enhanced OCLs

- 3.5.1 Where temporary suspension of the Enhanced OCL is required by the TO, the TO shall notify NGC and the other TO if appropriate. NGC shall immediately take such action as necessary to return the operation of the Plant and/or Apparatus to its default OCL.
- 3.5.2 During temporary suspension of an Enhanced OCL, the form in Appendix C and/or Appendix D shall not be cancelled. Temporary suspension should only be used where the duration is not expected to exceed 12 hours.
- 3.5.3 As soon as the operation of the Plant and/or Apparatus has been returned to its default OCL or below, NGC shall inform the TO and the temporary suspension will be deemed to have taken place.
- 3.5.4 Both NGC and the TO shall agree and record the cancellation of any temporary suspension once the TO has advised NGC that operation can resume, in line with the Enhanced OCL as detailed on the form in Appendix C and/or Appendix D, as appropriate.

3.6 Permanent Cancellation of Enhanced OCLs

- 3.6.1 Where permanent cancellation of an enhanced OCL is required by a TO, that TO shall notify NGC. A new OCLR should be issued before or simultaneously with the cancellation of the enhanced OCLR detailing any continuing OCL on the Plant and Apparatus or confirming that the Plant and Apparatus is returning to its NCL. NGC shall take such action as necessary to return Plant and Apparatus to the level stated in the new OCLR prior to cancellation of the enhanced OCLR.
- 3.6.2 Where NGC has taken action in line with 3.6.1 and the relevant TO has issued any appropriate continuing OCL both Parties shall agree and confirm the cancellation of the enhanced OCLR. NGC and the relevant TO shall cancel the OCLR that contained the enhanced OCL by completing the cancellation section of the form in Appendix C, specifying a return to the NCL or continuing OCL. Section 3 of the form in Appendix D shall then be completed by both Parties. Both NGC and the relevant TO shall record the cancellation of any enhanced OCL.

3.7 Management of Outstanding Operational Capability Limitations

- 3.7.1 Where NGC is in receipt of an OCLR that has been issued for a period of 24 hours or more, extending beyond the Control Phase, NGC may:
- Discuss with the TO, the provision of a revised rating schedule, in addition to the OCLR, that would take into account the change for the duration of the limits where appropriate.
 - Discuss with the TO the OCL change, the current Service Restoration Proposal and if appropriate, the need for an Outage or other actions to clear the limitations.
- 3.7.2 Where NGC is in receipt of an OCL that has been outstanding for a period longer than indicated on the Service Restoration Proposal, NGC may discuss the OCL, the Service Restoration Proposal, and if appropriate the need for an Outage or other actions to clear the OCL.
- 3.7.3 When an OCL is permanent, the NCL and Service Capability Schedule shall be revised by the relevant TO.

3.8 Operational Safety Bulletins

- 3.8.1 When the TO is in receipt of an operational safety bulletin, that may have an Operational Effect on a TO's Transmission System, the TO shall:
- inform NGC and, if deemed appropriate by the TO, any other TO;
 - where agreed, fax a copy of the operational safety bulletin to NGC and, if appropriate, to the other TO; and
 - act on the information provided in the operational safety bulletin and the Site and Public Safety (STCP 9-2).
- 3.8.2 Where NGC is in receipt of an operational safety bulletin that may have an Operational Effect on the TOs' Transmission System, NGC shall:
- inform the relevant TO(s);
 - where agreed, fax a copy of the operational safety bulletin to the TO(s); and
 - act on the information provided in the operational safety bulletin and in accordance with Site and Public Safety (STCP 9-2).

3.9 Miscellaneous information

- 3.9.1 Where a TO is in receipt of any information, that it reasonably believes may have an Operational Effect on the TOs' Transmission Systems, the TO shall discuss the effect of the information with NGC and, if deemed appropriate, the other TO.
- 3.9.2 Where NGC is in receipt of miscellaneous information, that may have an Operational Effect on the TOs' Transmission System, NGC shall discuss the effect of the information with the relevant TO(s).

4 Dispute Resolution

5 Appendices

Appendix A: Definitions

Abbreviations

All defined in STC:

STCP System Operator –Transmission Owner Code Procedure (as defined as Code Procedures in the STC)

TO Transmission Owner

Definitions (other than those listed in Key Definitions)

STC definitions used:

Event

Good Industry Practice

Operational Capability Limit (OCL)

Operational Effect

Services Reduction

Transmission Services

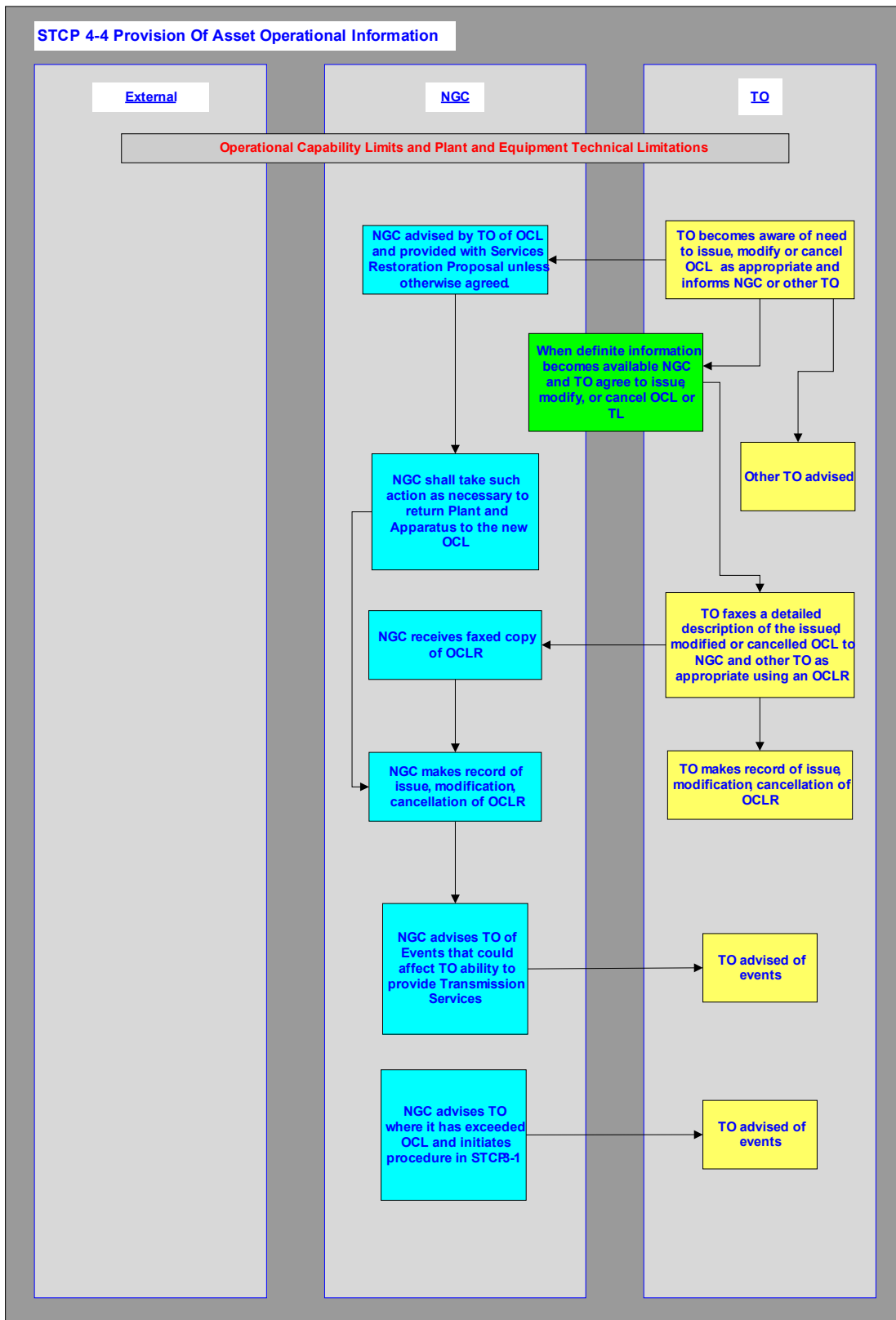
Grid Code definitions used:

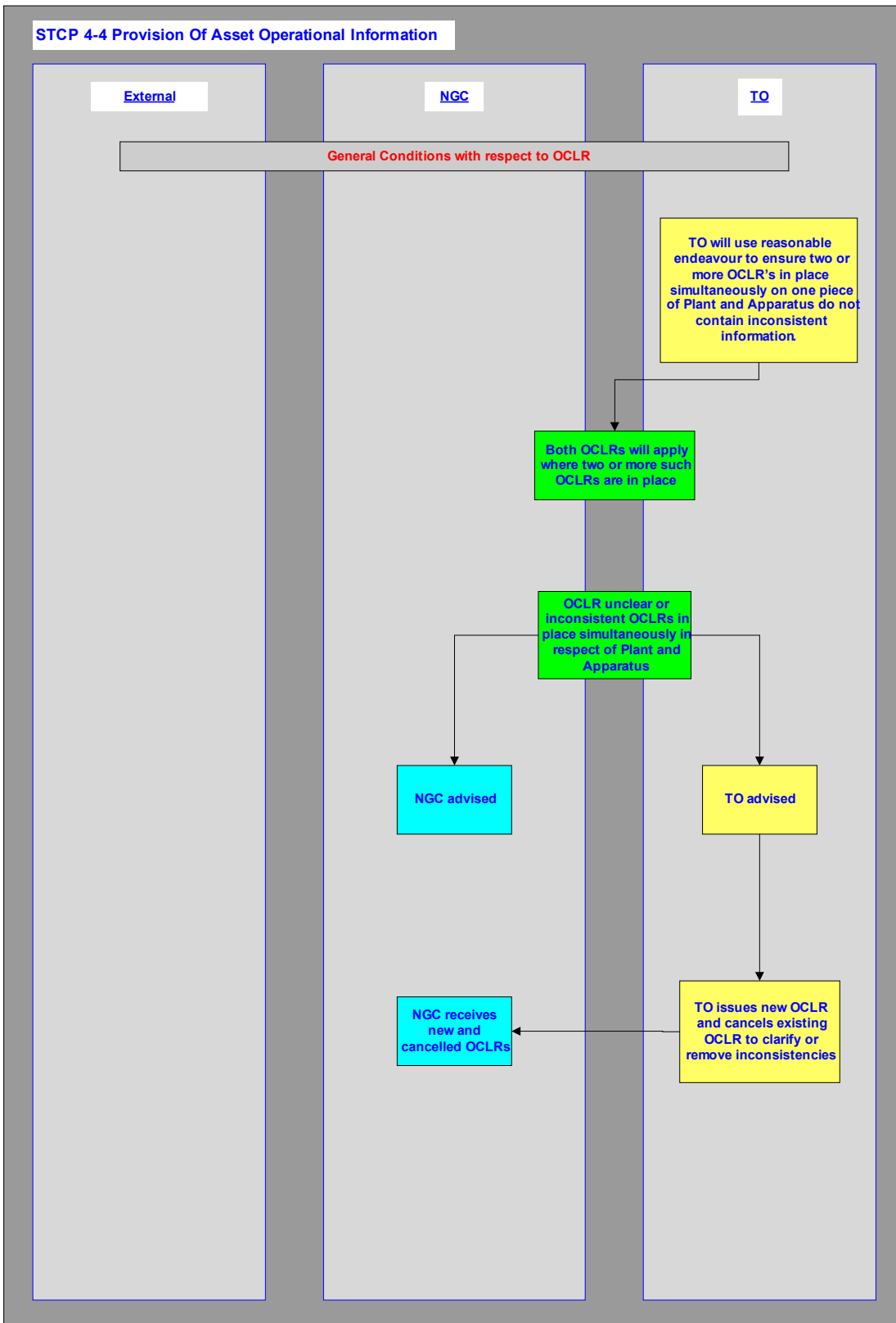
Event

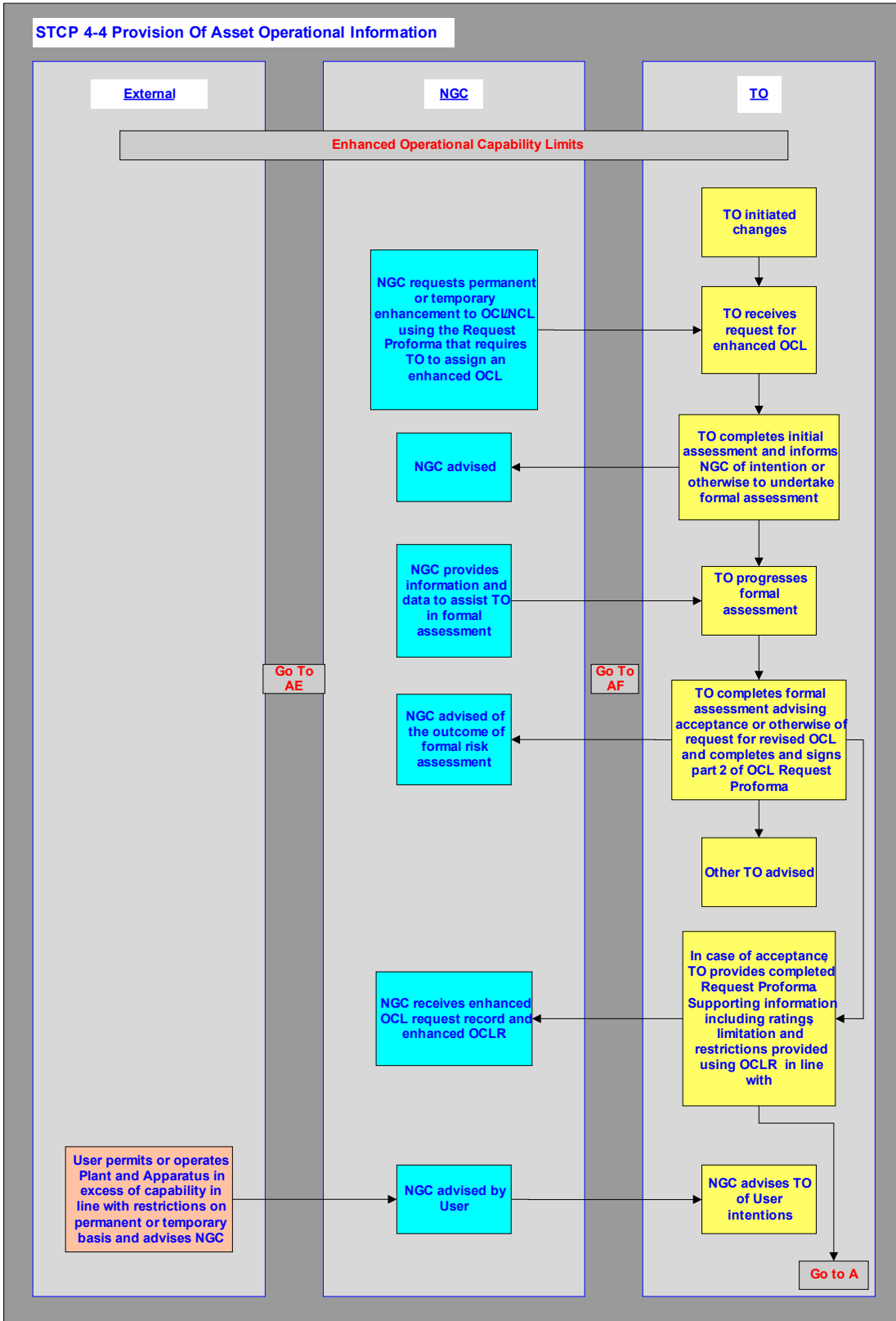
Operational Effect

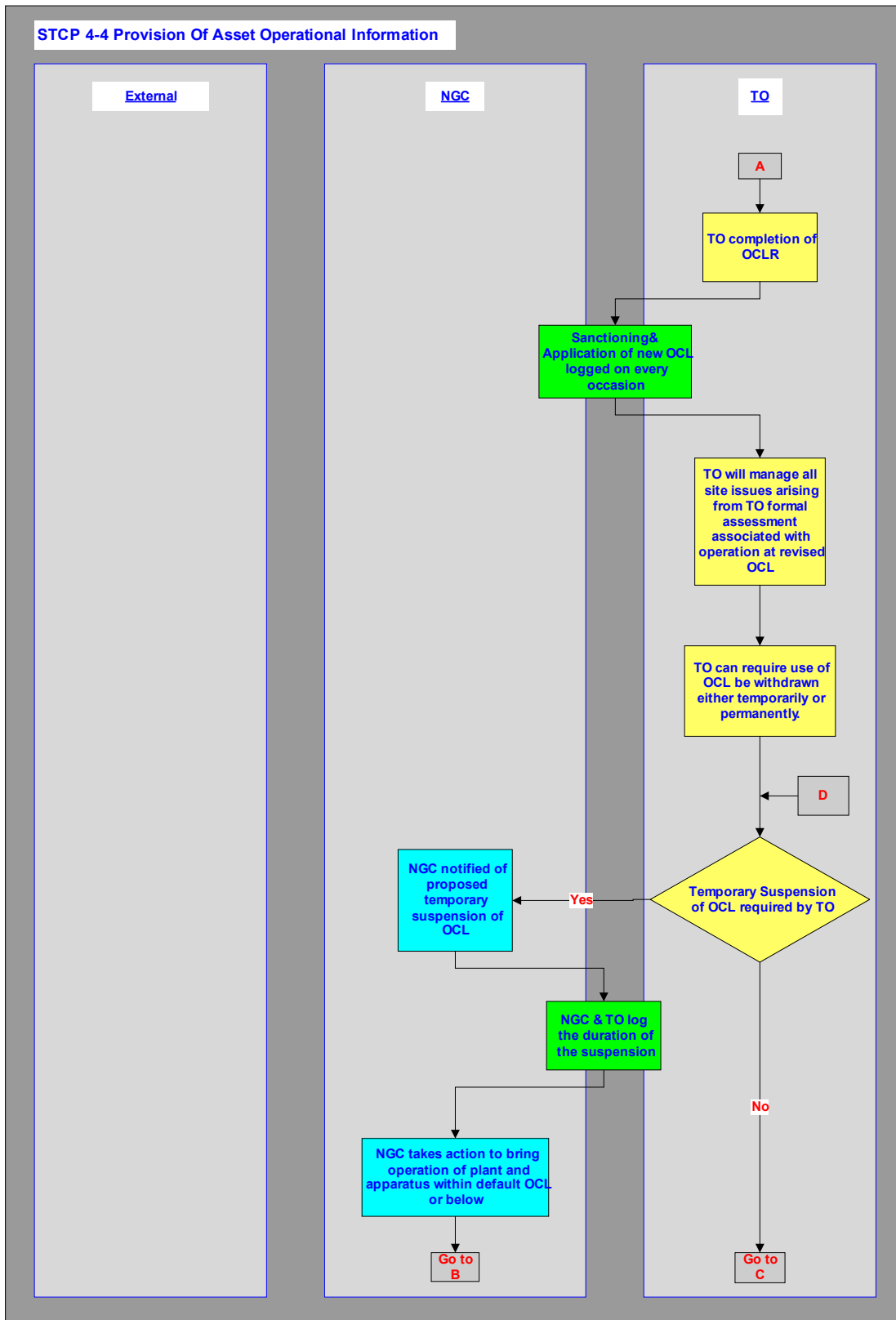
Control Phase

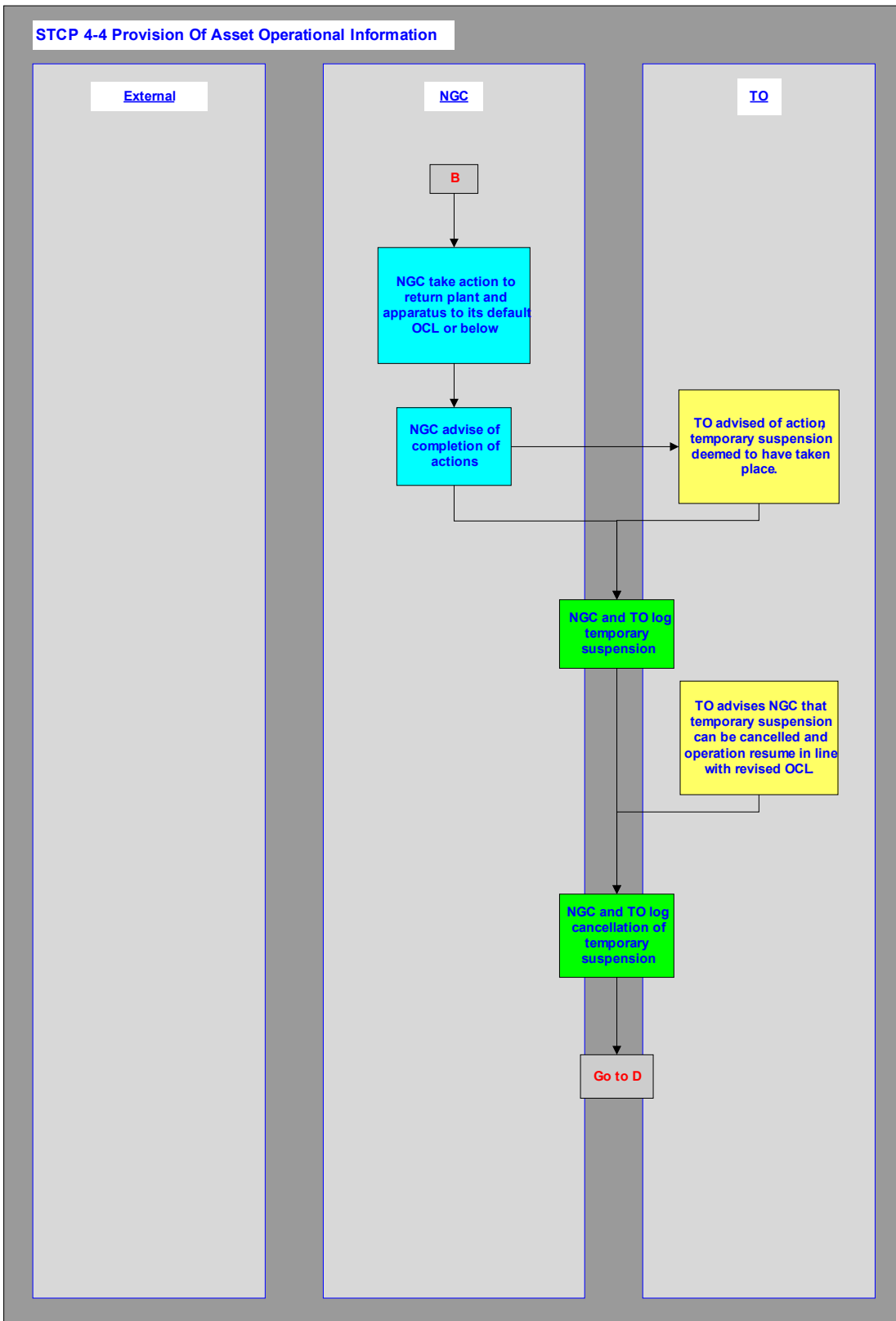
Appendix B: Flow Diagram

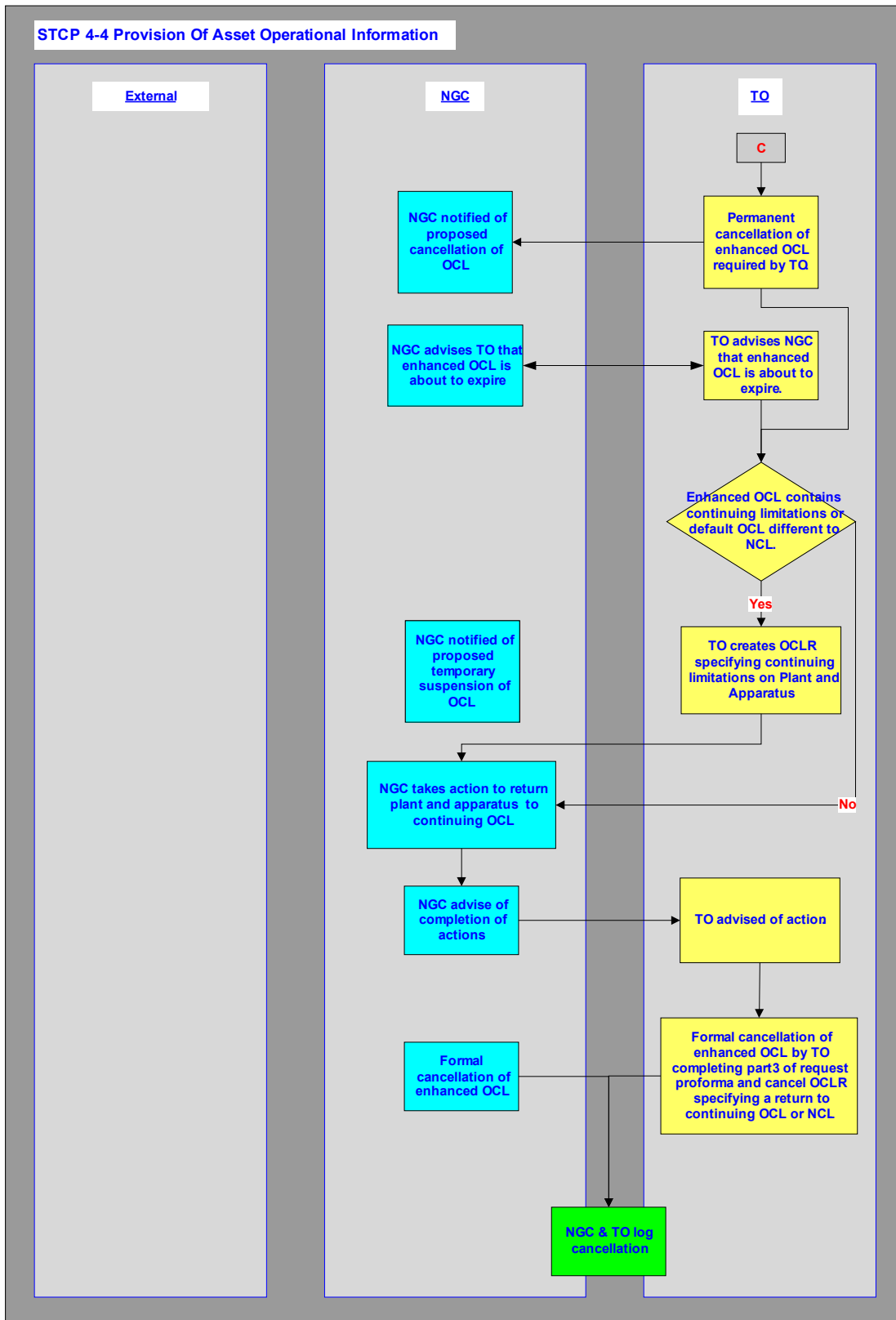


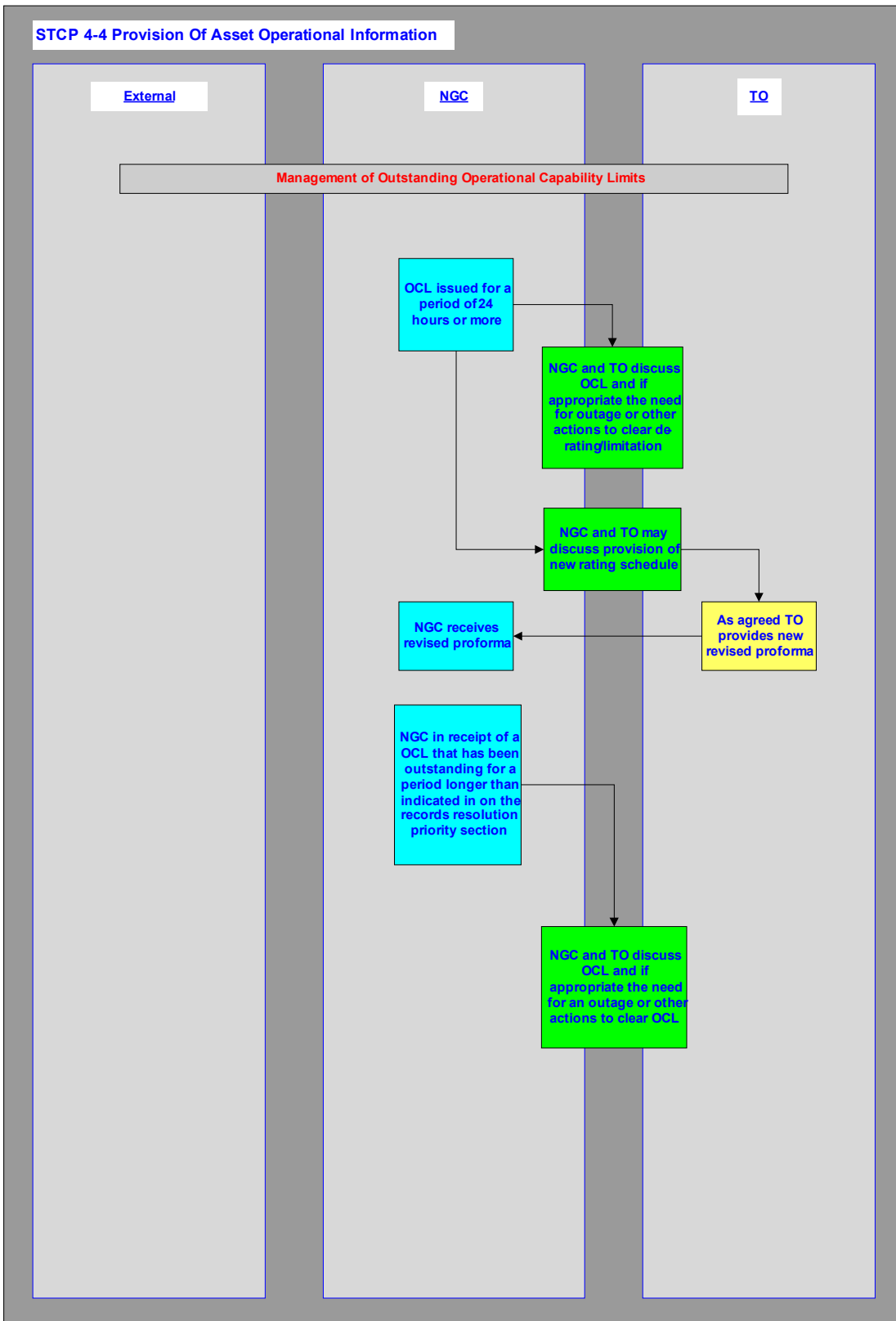


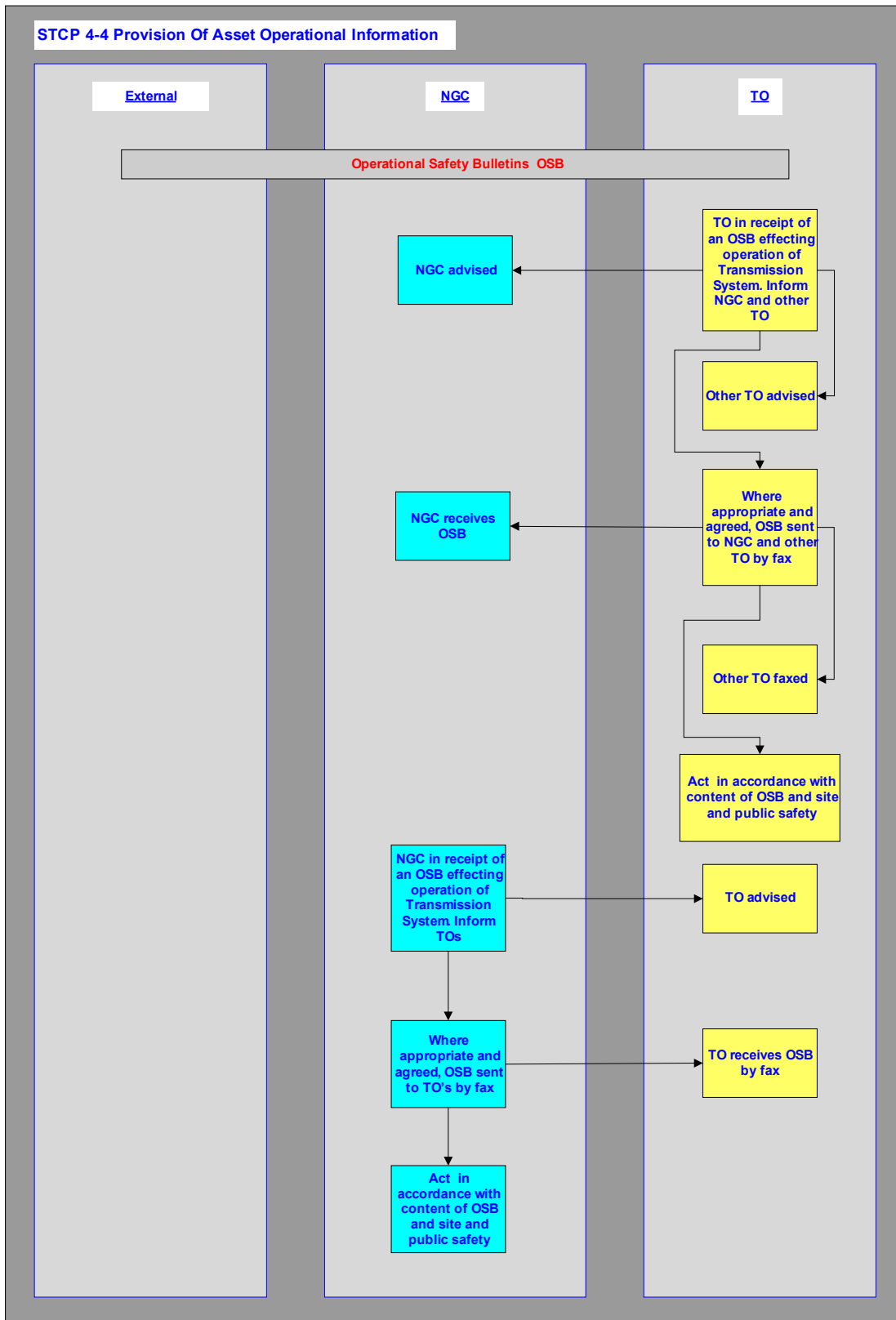


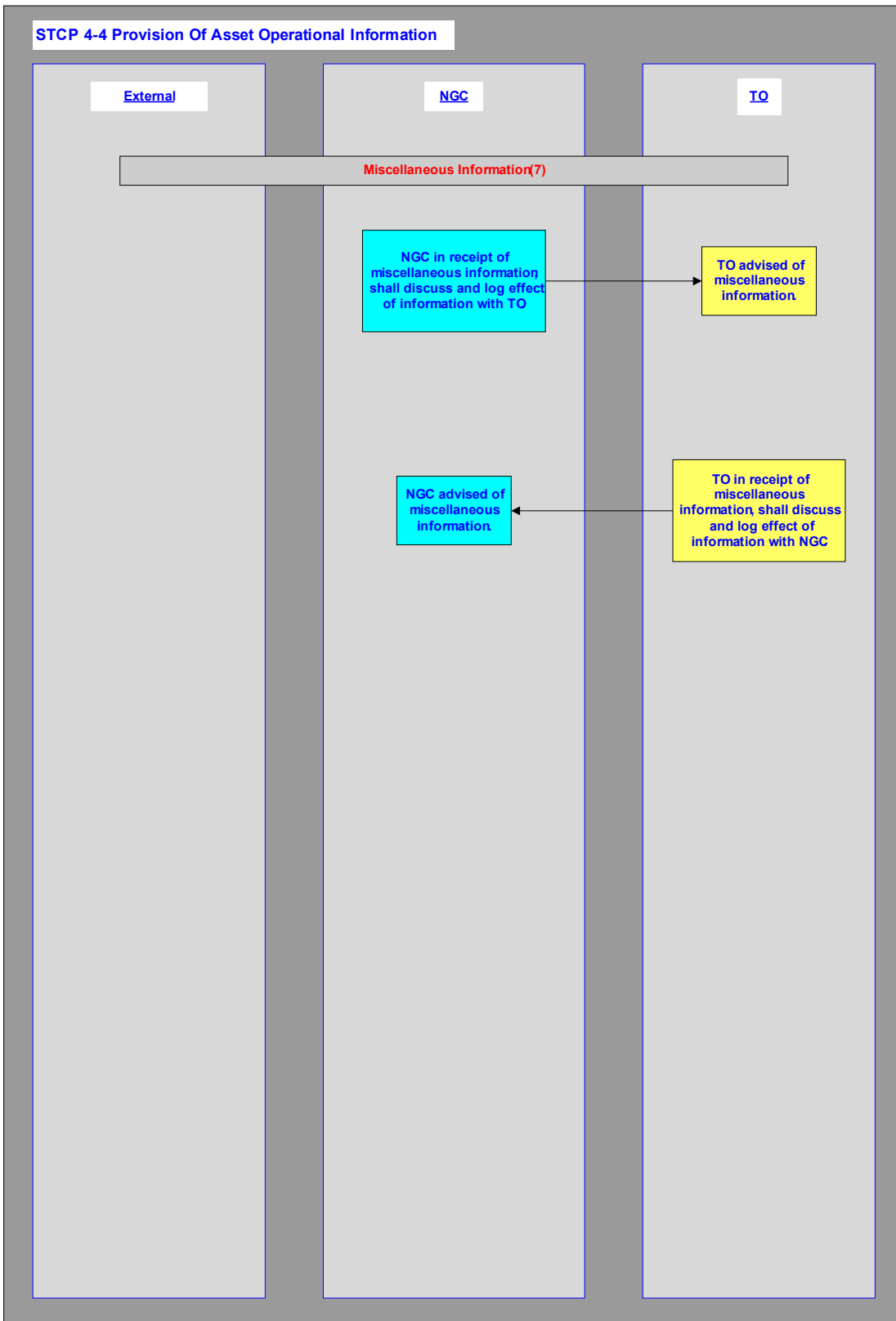












Appendix C: Standard Forms/Certificates

APPENDIX A

Number	
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Operational Capability Limits Record

Number prefix "C" SPT "D" SHETL "E" NGC

Issuing unit (tick) #	<input type="checkbox"/> NGC	<input type="checkbox"/> SP	<input type="checkbox"/> SSE	TL	<input type="checkbox"/>	Rating	<input type="checkbox"/>
NGC USE ONLY							

Substation name and voltage #	name	voltage
Circuit		

Plant Group (tick one group only)
<input type="checkbox"/> Cct breakers/Switch disconnectors
<input type="checkbox"/> Disconnectors
<input type="checkbox"/> Instrument Transformer
<input type="checkbox"/> Overhead Line
<input type="checkbox"/> Cable
<input type="checkbox"/> Protection
<input type="checkbox"/> Reactors
<input type="checkbox"/> Substation Auxiliaries
<input type="checkbox"/> SVCs / MSCs / Synch Comps
<input type="checkbox"/> Transformers / Quad Boosters
<input type="checkbox"/> Others

	Date	Time	Issued on behalf of T.O.	Acknowledged on behalf of NGC
Issue				
Cancellation				

Service Restoration Proposal - Description	<input type="checkbox"/> Immediate Consideration
	<input type="checkbox"/> Next Outage
	<input type="checkbox"/> Permanent

Description of OCL
Conditions and limitations.

Default OCL if applicable

Change to Rating if applicable			
Original pre-fault continuous rating		New pre-fault continuous rating	
Original post-fault continuous rating		New post-fault continuous rating	

Supporting Information:
upporting Information:

Supporting Information:

Completion of the Operational Capability Limits Record

B.1 The numbers will be prefixed by a letter to denote the issuing Control location

- C for Scottish Power.
- D for Scottish and Southern.
- E for National Grid Transco.

The TO will then tick the correct Issuing unit.

On receipt of the OCLR NGC will tick the relevant box to indicate that the Operational Capability Record relates to a technical limitation or rating.

B.3 The TO will tick the correct plant group applicable to the problem (one box only)

B.4 The TO will fill in the relevant sections of Substation name/voltage and Circuit, together with the details of the problem and or supporting information.

B.5 **The TO will fill in the Service Restoration Proposal Description section where appropriate providing details on resolution of the problem and indicate that it is for immediate consideration, next outage or is permanent where available.**

B.6 The TO will complete, where relevant, details of the original and new ratings.

B.7 The TO will then fax the form to NGC, and the other TO where necessary.

B.7 On receipt of the Operational Capability Limit Record, NGC will discuss its contents with the relevant TO and tick the relevant box to indicate that the Operational Capability Record relates to a technical limitation or rating.

B.8 NGC will acknowledge receipt of the OCLR including time and date, both parties filling in the corresponding boxes on each copy of the form.

B.9 When modifying an OCL, the TO will cancel the original OCLR before issuing a new OCLR where the equipment and affected parameter are the same.

Appendix D

Enhanced OCL Request Record

REQUEST FOR ENHANCED PLANT AND APPARATUS OCL.

1.

To: _____

From: _____

TO/NGC request permission to operate the following Plant and Apparatus
at _____ Substation at an enhanced OCL for the following reasons:-

The required OCL is _____

Applicable start time for enhanced OCL _____ Time: _____

Date: _____

Applicable end time for enhanced OCL _____ Time: _____

Date: _____

Signed NGC: _____ Time: _____ Date: _____

2.

I grant / refuse permission for NGC to operate the Plant and Apparatus detailed
above at the enhanced OCL. Any limitations and/or restrictions that apply are
detailed in Operational Capability Limit Record No.....:-

Signed TO: _____ Time: _____ Date: _____

3. Cancellation of permission for NGC to operate the Plant and Apparatus detailed
above in excess of their default OCL.

Signed TO _____ Time : _____ Date _____

Signed NGC _____ Time _____ Date _____

