

## ***STCP19-3 Issue 002 Operational Notification & Compliance Testing***

### ***STC Procedure Document Authorisation***

<b>Company</b>	<b>Name of Party Representative</b>	<b>Signature</b>	<b>Date</b>
National Grid Electricity Transmission plc			
SP Transmission Ltd			
Scottish Hydro-Electric Transmission Ltd			

### ***STC Procedure Change Control History***

Issue 001	04/07/2005	First Issue following BETTA Go-Live
Issue 002	25/10/2005	Incorporating change PA034 & PA037

## **1 Introduction**

### **1.1 Scope**

- 1.1.1 To connect or use the GB Transmission System, a User must comply with the requirements of the CUSC. This procedure outlines the responsibilities of NGET and the TOs associated with NGET or a User's obligations under the Grid Code, CUSC or Bilateral Agreement and that involve or affect the TO.
- 1.1.2 A User request for connection to the GB Transmission System may require a new Connection Site to be provided by the Host TO, or may require a modification to an existing Connection Site, either of which may necessitate reinforcement of the GB Transmission System.
- 1.1.3 NGET shall ensure that relevant Grid Code and site specific contractual requirements are met. This may be managed through the Operational Notification Panel (ONP) chaired by NGET .
- 1.1.4 Where a request to change an existing Connection has Compliance implications and may involve or affect a TO, NGET and the TO(s) shall agree which parts of this procedure are required and which parts of this procedure may be omitted.
- 1.1.5 For the avoidance of doubt, User information shall only be exchanged between Parties when required by the TO and in accordance with STC Schedule 3.
- 1.1.6 This procedure applies to NGET and each TO. For the purpose of this document, the TOs are:
- SPT; and
  - SHETL.
- 1.1.7 This procedure sets out the requirements for the exchange of information in respect of Compliance between NGET and each TO associated with a User request for connection to or use of the GB Transmission System. However, it should be noted that this does not cover the full process that is triggered by a request for embedded generation, as the DNO interfaces are not reflected in STCPs.

### **1.2 Objectives**

- 1.2.1 The objectives of this procedure are to specify:
- the responsibilities of Parties in relation to Operational Notification and Compliance Testing activities;
  - the requirements for exchange of information between Parties related to Operational Notification and Compliance activities; and
  - the means of communication to be used across the NGET – TO interface.
- 1.2.2 This procedure includes the Parties' responsibilities in respect of Compliance which involve or affect TO assets. This applies to all requests and data changes submitted by Users for connection to or use of the GB Transmission System.
- 1.2.3 Appendix C contains a summary of responsibilities on Parties with respect to Operational Notification and Compliance Testing.
- 1.2.4 For the avoidance of doubt the testing and energisation of TO Plant and/or Apparatus is covered under STCP 19-4 Commissioning and Decommissioning.

## 2 Key Definitions

### 2.1 *For the purposes of STCP 19-3 Operational Notification & Compliance Testing:*

- 2.1.1 **Commissioning Panels** are the panels chaired by the Host TO to manage and facilitate the commissioning and decommissioning of Plant and/or Apparatus.
- 2.1.2 **Compliance** means the Compliance of User Equipment to the requirements of the Grid Code, CUSC, TO Construction Agreements and the User's Bilateral Agreement.
- 2.1.3 **Compliance Monitoring Statement** means a statement produced by NGET or a TO (in accordance with Appendix B1) for each new connection covering all areas of Compliance.
- 2.1.4 **Compliance Testing** means the process validating User Equipment for Compliance.
- 2.1.5 **Distribution Network Operator** means a holder of a Distribution Licence.
- 2.1.6 **Energisation Notice** means a certificate issued by NGET to the User prior to energisation (see example in Appendix B2).
- 2.1.7 **Final Connection Conditions Compliance Report (FCCCR)** means technical schedules provided by the User to NGET following synchronisation.
- 2.1.8 **Final Operational Notification (FON)** means certification issued by NGET to the User following successful completion of the Compliance process.
- 2.1.9 **Host TO** means either
- (i) the TO of the Connection Site or New Connection Site; or
  - (ii) in the case of an Embedded User, the TO to which the relevant Distribution System is connected.
- 2.1.10 **Interim Connection Conditions Compliance Report (ICCCR)** means technical schedules provided by the User to NGET prior to synchronisation.
- 2.1.11 **Interim Operational Notification (ION)** means certification issued by NGET to the User from time to time to allow the User Equipment to be, or remain, synchronised (see example in Appendix B4).
- 2.1.12 **Relevant Standards** means the GB Security and Quality of Supply Standards.
- 2.1.13 **Operational Notification Panel (ONP)** means a panel chaired by NGET to ensure Compliance.
- 2.1.14 **Schedule of Unresolved Compliance Issues** means a register of outstanding Compliance issues attached to the ION which require resolution prior to the issue of the FON.
- 2.1.15 **Statement of Completeness** means a statement indicating that NGET is satisfied the User Equipment is Compliant and requesting the TOs to agree to the issue of the FON (see proforma in Appendix B5).
- 2.1.16 **Statement of Readiness** means a statement from a User indicating that User Equipment is ready to be energised or synchronised.

## 3 Procedure

### 3.1 *Operational Notification Panel (ONP)*

- 3.1.1 The ONP's function is to assist the Compliance process, which may overlap with Parties obligations. For the avoidance of doubt, the ONP's objectives do not remove a similar obligation placed on a Party, and where an objective of the ONP is not

achieved, a similar obligation shall still be placed on the relevant Party, where one exists.

3.1.2 The ONP shall comprise technical, operational and commercial representatives from NGET and the User, and technical and operational representation from the Host TO and affected TO as appropriate.

3.1.3 For Demand connections where the Compliance issues could be dealt with by the Commissioning Panels, NGET shall seek agreement with the Host TO for this to be dealt with in accordance with STCP 19-4 Commissioning and Decommissioning. The relevant schedules of the Interim Connection Conditions Compliance Report (ICCCR) provided by the User to NGET will be forwarded to the Commissioning Panels. NGET shall procure information from the User, and to the prescribed timescales, the User data reasonably required by the Host TO for Commissioning of Plant and/or Apparatus at the Connection Site.

3.1.4 The objectives of the ONP may include :-

- to exchange Parties contact details with the User for Compliance issues;
- to provide the User with generic guidance about the Compliance process;
- to ensure that the Operational Notification process is implemented as appropriate;
- to discuss /explain the technical requirements the User will have to meet in relation to the Relevant Standards and Other Codes, and enduring data and data submission requirements and to implement this process;
- to effect the exchange of the Safety Rules (in accordance with CUSC and Grid Code requirements) and make the User aware of the Grid Code Safety From The System, and safety authorisation requirements;
- to exchange the names of Safety Co-ordinators acting on behalf of the User and Host TO (in accordance with Grid Code OC8b).
- to obtain confirmation that the Safety Co-ordinators acting on behalf of the User and Host TO are authorised and competent pursuant to the requirements of the Grid Code;
- to facilitate the exchange of technical and non-technical data between the User, NGET and the relevant TOs relating to the User Connection;
- to establish a forum for the review of the ICCCR and FCCCR following submission by the User;
- to agree with the User the programme for checking the theoretical Compliance with Grid Code to be completed prior to the issue of an Energisation Notice or ION, and the agreement of a programme for validation thereafter;
- to ensure the User submits the relevant documentation to demonstrate that their Plant and/or Apparatus is compliant to the Relevant Standards and Other Codes, during the different stages of the project;
- to agree the connection requirements for the first energisation or synchronisation, and identify any issues or restrictions relating to the assets involved;
- to ensure that the programme of Compliance Testing and checks have been successfully completed to allow energisation or synchronisation of the User Equipment to the system; and
- to provide a forum to progress any issue of non-Compliance that may arise;

- 3.1.5 NGET shall maintain minutes of the meetings, the actions, and the progress records, it may also receive progress reports from the Commissioning Panels as required. The ONP shall agree the schedule and nature of its meetings.

## **3.2 Process**

- 3.2.1 An ONP is required following:

- acceptance of an offer by a User for a connection to the GB Transmission System;
- acceptance of an offer by a User for a connection of a Large Power Station to a DNO's System; or
- receipt of a notification by NGET of changes to be made to User Equipment.

- 3.2.2 If a change to an existing connection has Compliance implications that may involve or affect a TO, NGET shall organise an initial meeting with the relevant TO(s). At this meeting, NGET and the TO(s) shall agree which parts of this procedure are required and which parts may be omitted.

- 3.2.3 Any Party may propose that an ONP is not required. If all Parties agree that an ONP is not required, then any Compliance issues may be dealt with at any relevant Commissioning Panel(s).

- 3.2.4 NGET shall then organise a meeting between the User (including any User representatives), NGET, the appropriate TO(s) representatives and, where relevant, the appropriate DNO representatives. The purpose of this meeting is:
- to discuss/agree the timescales for Compliance Testing; and
  - to discuss/ explain the Compliance process the User shall be required to meet for the connection requested and how this will be achieved.

- 3.2.5 When an ONP is required, NGET shall set up and chair the ONP, provide a point of contact for Compliance issues and ensure the Operational Notification process is implemented.

- 3.2.6 Following the establishment of the ONP, Parties and the affected User shall exchange contact names and contact details.

- 3.2.7 NGET shall forward to the Host TO the list of the names of Safety Co-ordinators provided by the User to NGET, together with written confirmation that the Safety Co-ordinators acting on behalf of the User have been certified authorised and competent by the User.

- 3.2.8 The TO(s) shall notify the ONP of any issues affecting the operational capability of TO(s') assets involved in Compliance Testing and checks, for establishing the User connection.

- 3.2.9 The Host TO shall be responsible for managing safety on the TO side of the ownership boundary and where access to the User Equipment is through the Transmission Site. The TO shall provide guidance to the User on how Safety From The System will be maintained and any safety authorisation requirements.

- 3.2.10 NGET shall require the exchange and agreement of Safety Rules (in accordance with the CUSC and Grid Code) in relation to a Connection Site. The Host TO shall confirm to NGET in writing when a copy of the User's Safety Rules have been received and approved, and when a copy of that TO's Safety Rules have been sent to the User. NGET shall confirm to the TO in writing when the TO's Safety Rules have been agreed by the User. Should a User fail to provide Safety Rules then the Host TO shall require NGET to procure the User's Safety Rules.

- 3.2.11 The Host TO shall be responsible for managing their own Transmission works, protection, substation control co-ordination, and determining co-ordination requirements across the ownership boundary to the User at the Connection Site. Should the User fail to carry out any necessary co-ordination requirements identified by the TO then the TO shall be entitled to require NGET to resolve the issue with the User.
- 3.2.12 For each new connection or change to User Equipment, NGET or the Host TO (as appropriate) shall produce the relevant parts of a Compliance Monitoring Statement. This shall be produced in accordance with Appendix B1 and shall cover all areas of Compliance that need to be satisfied prior to issue of an ION. NGET shall then provide the affected TO(s) with copies of the Compliance Monitoring Statement.
- 3.2.13 NGET shall procure that the User provides the technical and non-technical data and information set out in CUSC Section 2, the Grid Code and the relevant Bilateral Agreement. NGET shall forward the appropriate technical data and information received from the User to the affected TO(s). For the avoidance of doubt the data provided to the affected TO(s) shall include, but not be limited to, any data required for design and development of their Transmission System, including updates to Grid Code DRC data, network models and excitation models, and shall be provided in accordance with STC Schedule 3.
- 3.2.14 The Host TO shall provide Site Responsibility Schedules for the Connection Site to NGET prior to energisation or synchronisation of the User Equipment. However, NGET shall procure that the User provides the data required by the Host TO for the SRS.
- 3.2.15 In the case of a Transmission Site, the Host TO shall provide Operation Diagrams for the Transmission Site prior to energisation or synchronisation of the User Equipment. NGET shall procure that the User provides the data required by the Host TO for the Operation Diagram.
- 3.2.16 In the case of a User Site, the Host TO shall provide the data required by the User for the creation of an Operation Diagram. NGET shall procure that the User provides the Operation Diagram to NGET and to the Host TO prior to energisation or synchronisation of the User Equipment.
- 3.2.17 NGET shall consider the GB Transmission System risks that may arise from the User Equipment being Synchronised to the GB Transmission System, identify any contingency arrangements required, and advise the Host TO and any affected TO(s) appropriately.
- 3.2.18 Prior to the ION being issued, NGET shall extract from the ICCCR provided by the User, and copy to the Host TO, the relevant parts of the technical data schedules for matters associated with the TO Construction Agreement. This will include all updates to Grid Code DRC data, network models and excitation models.
- 3.2.19 NGET shall ensure that the User or his representative will carry out such off-load Compliance Testing as required to ensure the User Equipment meets their contract specification and Bilateral Agreement obligations.
- 3.2.20 NGET shall review agreed documentation surrounding Compliance Testing and may witness off load tests, and/or checks on User Equipment as considered appropriate by NGET or the relevant TO, and report back to the ONP. NGET shall forward to the TO the results of tests relevant to the technical specification advised by the TO in the TO Construction Agreement. The TO may make reasonable requests to review agreed documentation surrounding Compliance Testing and may witness off load tests.
- 3.2.21 NGET shall review any remaining Compliance aspects of the ICCCR and obtain resolution of any issues of non-Compliance from the User to both NGET's satisfaction and, with respect of the items discussed in section 3.2, the satisfaction of the relevant TO.

### **3.3 Interim Operational Notification (ION) and Energisation Notice**

- 3.3.1 An ION will be issued in accordance with this section prior to the first time the Generating Unit is energised or Synchronised. Where there is a significant period between Energisation of new Plant and/or Apparatus connected to a Connection Site and the first time a Generating Unit is Synchronised that is connected to that Connection Site, NGET shall issue an Energisation Notice to the User for site demand only (in the form contained in Appendix B2).
- 3.3.2 On receipt of the Statement of Readiness (SOR) from a User, NGET shall request confirmation from the relevant TOs that the TO is satisfied that the User Equipment can be Energised or Synchronised as specified in the SOR. The TO shall respond to the request to NGET within 5 Business Days to confirm that it is in agreement with the proposal to release the ION or Energisation Notice as appropriate, or provide NGET with reasons as to why the ION or Energisation Notice should not be released.
- 3.3.3 Following agreement from the relevant TOs, NGET shall issue an ION or Energisation Notice, to the User. A copy of the ION or Energisation Notice will be provided to the relevant TOs. The ION will include a Schedule of Unresolved Compliance Issues.

### **3.4 Compliance Assessment**

- 3.4.1 Following synchronisation of the User Equipment to the GB Transmission System, a programme of tests to confirm Compliance of the User Equipment will be proposed by the User for agreement by NGET and the relevant TOs. The tests may be witnessed by NGET and, with User agreement, the relevant TOs. The relevant TOs may also make reasonable requests to review agreed documentation surrounding Compliance Testing.
- 3.4.2 NGET and each TO shall co-ordinate activities to ensure that the control system models used by each Party accurately reflects as practically as possible the actual performance of User Equipment. The test results will be used to validate the control system models and data submitted previously to NGET, where applicable, frequency control, voltage control and reactive capability.
- 3.4.3 NGET shall update relevant parties of progress on unresolved Compliance issues by providing an updated ION from time to time.

### **3.5 Final Operational Notification (FON)**

- 3.5.1 NGET shall ensure the User complies with any site-specific technical conditions as set out in the Grid Code and the relevant Bilateral Agreement, including those specified by the TO in the TO Construction Agreement.
- 3.5.2 On successful completion of the Compliance Testing NGET shall
- obtain an FCCCR from the User;
  - confirm that both NGET and the TO have valid control system models; and
  - ensure that the data in the FCCCR is the most up to date.
- 3.5.3 NGET shall extract from the FCCCR and copy to each TO, the relevant parts of the technical data schedules for matters associated with the TO Construction Agreement including all updates to Grid Code DRC data, network models and excitation models. Wherever a User fails to provide any such documentation or notifications then the TO may require NGET to obtain the appropriate documentation or notifications.

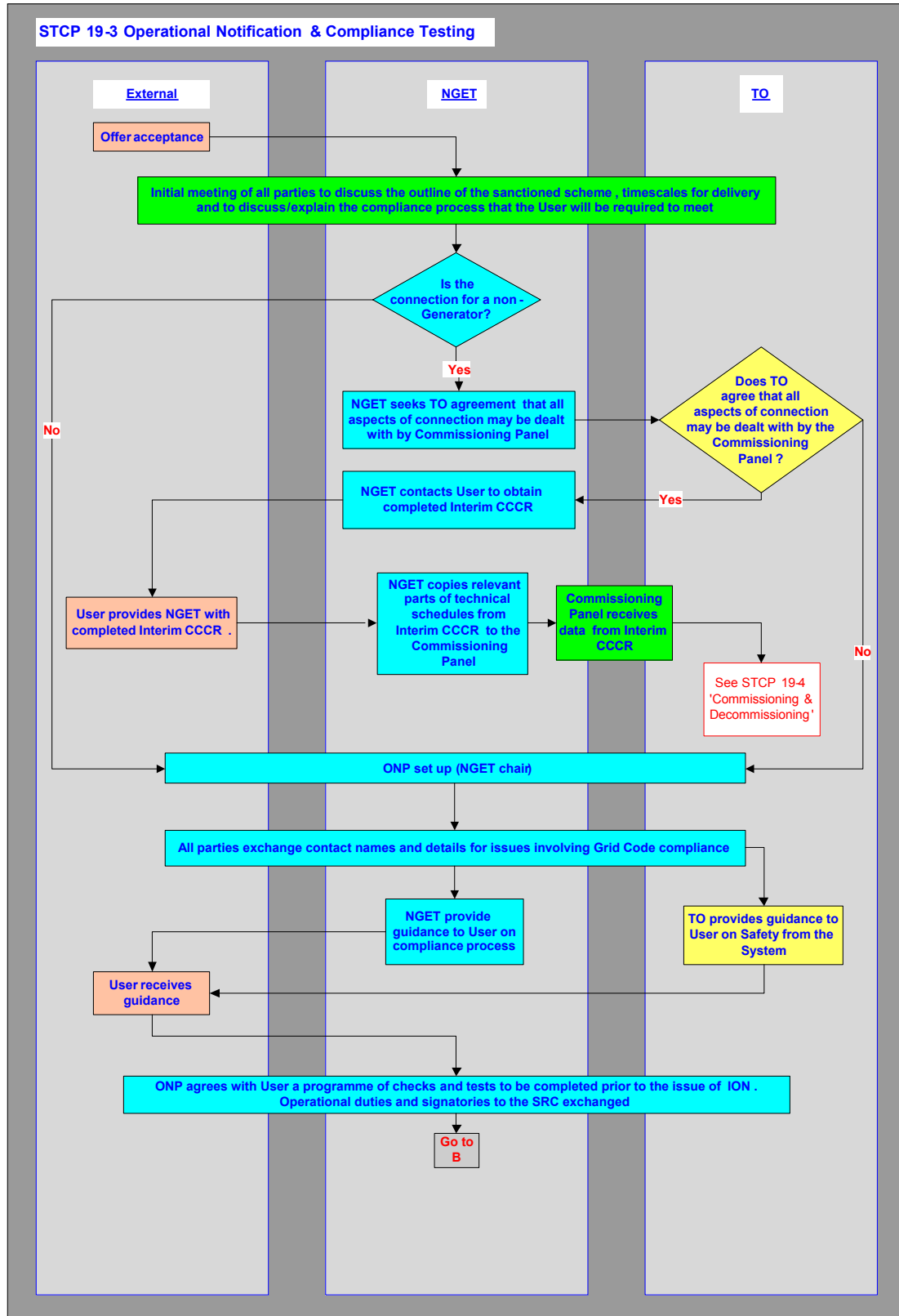
- 3.5.4 When NGET is satisfied that the FCCCR is suitably complete and that the User Equipment meets all the requirements defined in the Relevant Standards, Other Codes, and the User's Bilateral Agreement, NGET shall send a Statement of Completeness (SOC) to the relevant TOs for signature (see example of SOC in Appendix B5 ).The TOs shall sign the SOC and return it to NGET within 5 Business Days to confirm that it is in agreement with the proposal to release the FON or provide NGET with reasons as to why it is unable to sign the SOC.
- 3.5.5 Following receipt of a signed SOC from the TOs, NGET shall issue an FON to the User. A copy of the FON will be provided to the relevant TOs.
- 3.5.6 Following signature of the SOC, the Host TO shall update the Connection Site Specification.

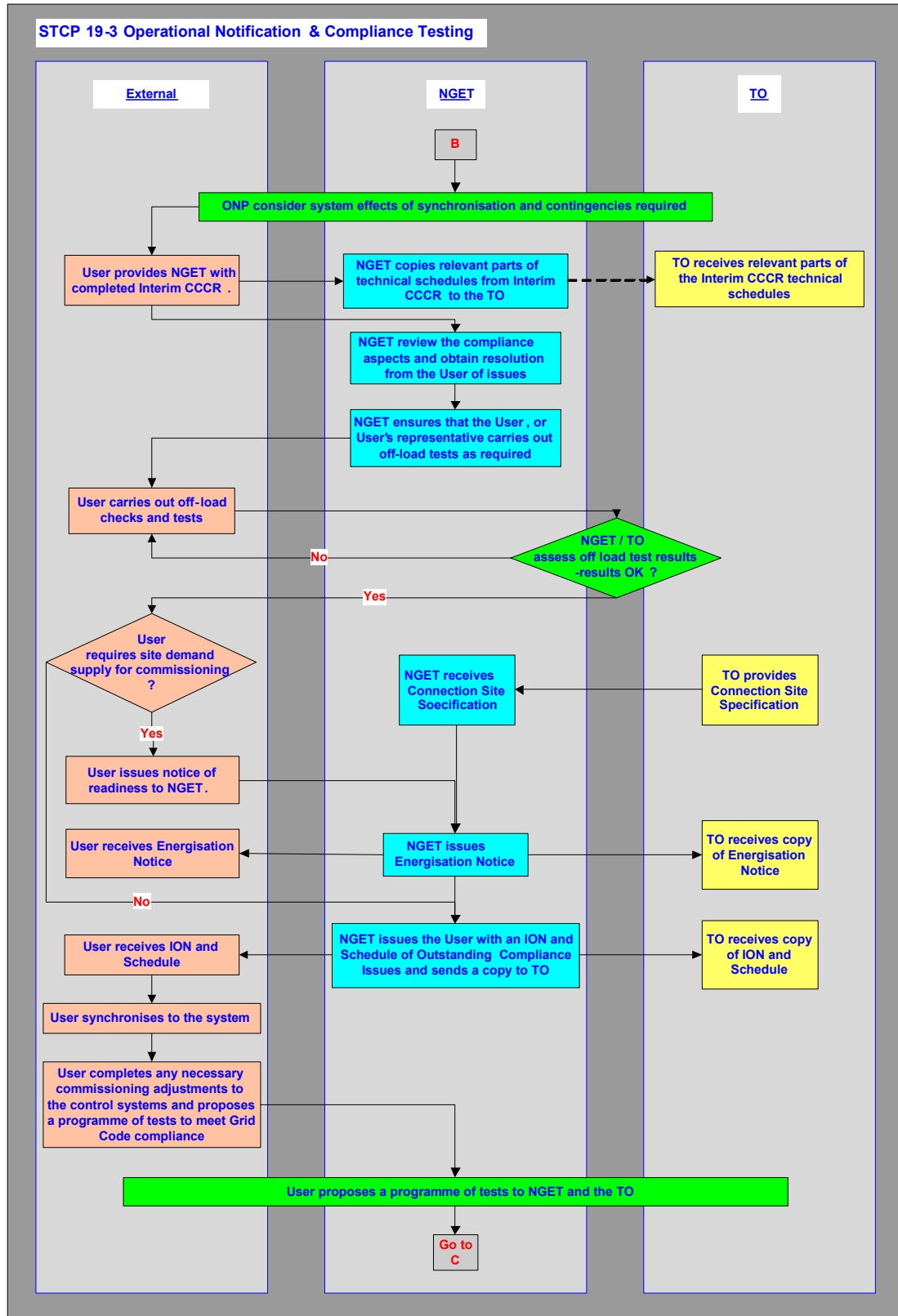
### **3.6 Compliance post FON**

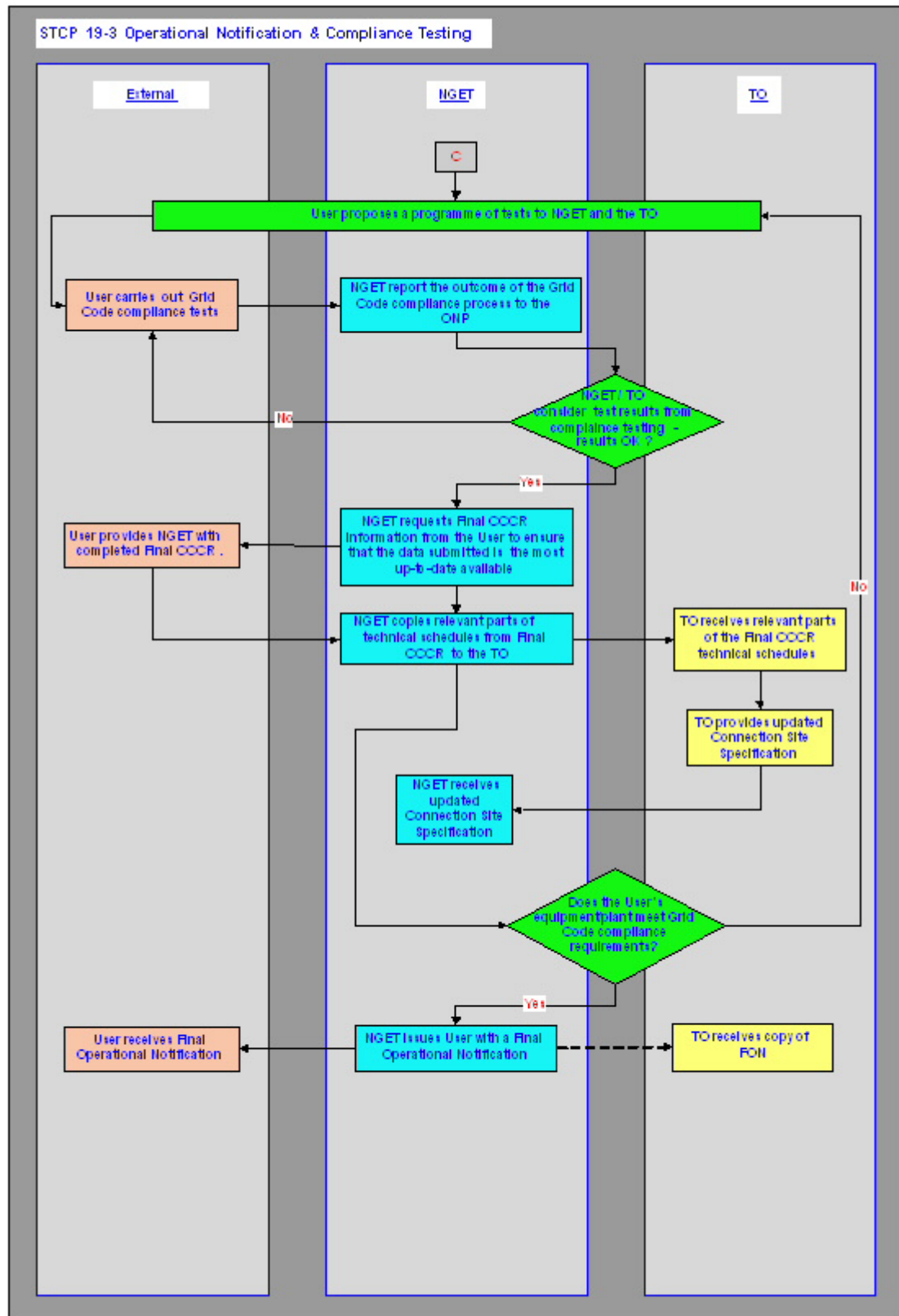
- 3.6.1 If either NGET or a TO has reasonable grounds for suspicion that a User is not complying with the Grid Code in respect of the matters deemed to be of joint interest in the ION and FON process, then
- 3.6.1.1 NGET and the TO(s) shall exchange such information concerning the suspected non-compliance; and
- 3.6.1.2 NGET and the TO shall meet to discuss and agree any further action to be taken, which may include:
- gathering further information;
  - NGET requiring the User to partake in further compliance verification. In such circumstances the TO shall provide NGET with reasonable assistance, and NGET shall provide to the TO any relevant technical including all updates to Grid Code DRC data, network models and excitation models; or
  - NGET taking appropriate enforcement action.

**Appendix A: Flow Diagram**

Note that the Process Diagrams shown in this Appendix A are for information only. In the event of any contradiction between the process represented in this Appendix and the process described elsewhere in this STCP, then the text elsewhere in this STCP shall prevail.







**Appendix B: Standard Forms/Certificates**

**B1: EXAMPLE OF COMPLIANCE MONITORING STATEMENT**

**Compliance Monitoring Statement – Part 1 (NGET )**

Information/Data and Activity Requirements	Applicable to Grid Entry Point (GEP), Grid Supply Point (GSP) or Licence Exempt Generator (LEG)	Code Ref (Grid Code (GC), Construction Agreement (Consag), or Bilateral Connection Agreement (BCA)	Required by TO	NGET Responsible Unit	Approval Category	Planned date	Approval Signature	Date of Signature
Grid Code Data - User System Data	GSP,GEP	PCA.4 DRC Scheds 5, 10,11 & 13 CONSAG 5.5	Yes	Compliance and Data	Interim			
					Final			
Generation fault clearance times, Protection and relay Settings	GEP,LEG	CC6.2.2.5 for GEP, CC6.2.3.4 for GSP. CONSAG 5.3.1 BCA App F4	Yes	Construction	Interim			
					Final			

Information/Data and Activity Requirements	Applicable to Grid Entry Point (GEP), Grid Supply Point (GSP) or Licence Exempt Generator (LEG)	Code Ref (Grid Code (GC), Construction Agreement (Consag), or Bilateral Connection Agreement (BCA))	Required by TO	NET Responsible Unit	Approval Category	Planned date	Approval Signature	Date of Signature
Legal Agreements	All		Yes	Customer Agreements	Interim			
					Final			
User's Statement of Readiness to Commence Commissioning Programme	GSP, GEP	CONSAG 4.1	Yes	Customer Agreements	Interim			
					Final			
User confirmation of readiness for energisation	GSP, GEP		Yes	Customer Agreements	Interim			
					Final			
User Statement of Readiness to Use the GB Transmission System	LEG	CONSAG 5.5.2	Yes	Customer Agreements	Interim			
					Final			
Commissioning Programme issued	GSP, GEP	CONSAG 2.10	Yes	Engineering Services	Interim			
					Final			
Connection Conditions Compliance Report Parts 1&2	All	CONSAG 5.5	Yes	Generator Dynamic Performance	Interim			
					Final			
Pole Slipping Protection	GEP,LEG	CC6.2.2.3.4, SA App 55	Yes	Generator Dynamic	Interim			

Information/Data and Activity Requirements	Applicable to Grid Entry Point (GEP), Grid Supply Point (GSP) or Licence Exempt Generator (LEG)	Code Ref (Grid Code (GC), Construction Agreement (Consag), or Bilateral Connection Agreement (BCA))	Required by TO	NET Responsible Unit	Approval Category	Planned date	Approval Signature	Date of Signature
		SA App F5		Dynamic Performance	Final			
Control Systems (Excitation and Governor) - evidence of compliance including suitability of generating plant data supplied	GEP,LEG	CC6.3, BCA App F5	Yes	Generator Dynamic Performance	Interim			
					Final			
Grid Code Data - Generating Plant	GEP,LEG	PCA 5, OC 2, DRC Sched 1 & 2. CONSAG 5.5	Yes	Generator Dynamic Performance	Interim			
					Final			
Connection Conditions Compliance Report (Interim) Part 3	All	CONSAG 5.5	Yes	Generator Dynamic Performance	Interim			
					Final			
Compliance tests: Governor, AVR/PSS, CC 6.3.3	GEP,LEG	CC 6.3.3	Yes	Generator Dynamic Performance	Interim			
					Final			
Reactive Capability tests	GEP,LEG	CC 6.3.2 CC 6.3.4	Yes	Generator Dynamic Performance	Interim			
					Final			

Information/Data and Activity Requirements	Applicable to Grid Entry Point (GEP), Grid Supply Point (GSP) or Licence Exempt Generator (LEG)	Code Ref (Grid Code (GC), Construction Agreement (Consag), or Bilateral Connection Agreement (BCA)	Required by TO	NET Responsible Unit	Approval Category	Planned date	Approval Signature	Date of Signature
Connection Conditions Compliance Report (Final)	All	CC 6/CC 7 & SA 5	Yes	Generator Dynamic Performance	Interim			
					Final			
Fault Ride Through Compliance	All	CC 6.3.15	Yes	Generator Dynamic Performance	Interim			
					Final			
FAX machine and Tel No	All	CC6.5.9. BCA F5 Sched	Yes	IS Telecomms	Interim			
					Final			
Detailed Planning Data	All	PC5.4 / PC4.4.2, PC.A.5	Yes	Network Design	Interim			
					Final			
Exchange of Telephone Numbers for Joint System Incidents	All	CC5.2/OC9 & BCA 5.4	Yes	Operations and Trading, Operational Performance.	Interim			
					Final			

Information/Data and Activity Requirements	Applicable to Grid Entry Point (GEP), Grid Supply Point (GSP) or Licence Exempt Generator (LEG)	Code Ref (Grid Code (GC), Construction Agreement (Consag), or Bilateral Connection Agreement (BCA)	Required by TO	NET Responsible Unit	Approval Category	Planned date	Approval Signature	Date of Signature
Site Specific Technical, BCA App F5, evidence of compliance - Additional Communication Facilities e.g. EDL, EDT	All	CONSAG 8 & BCA App F5	No	Construction	Interim			
					Final			
Mandatory Services Agreement - to be entered	GEP, LEG	CUSC 1.3.3	No	Contracts & Trading	Interim			
					Final			
Evidence of User Equipment compliance - Tariff Metering	All	CC 6.5.6 BCA F5 Schedule	No	Elexon	Interim			
					Final			
Ancillary Services Monitoring	GEP,LEG		No	Generator Dynamic Performance	Interim			
					Final			
Data Entry Terminals	GEP,LEG	CC6.5.8 (b) BCA F5 Sched	No	IS Telecomms	Interim			
					Final			
Physical Notification Submission	GEP,LEG	CC6.5.8 (a) BCA F5 Sched	No	IS Telecomms	Interim			

Information/Data and Activity Requirements	Applicable to Grid Entry Point (GEP), Grid Supply Point (GSP) or Licence Exempt Generator (LEG)	Code Ref (Grid Code (GC), Construction Agreement (Consag), or Bilateral Connection Agreement (BCA))	Required by TO	NET Responsible Unit	Approval Category	Planned date	Approval Signature	Date of Signature
		BCA F5 Sched			Final			
Users Familiarity with Balancing mechanism process.	All		No	Operations and Trading, Business Systems	Interim			
					Final			
Gen Unit Outages/Output & Other User Equipment Outages	All	OC2, DRC Sched 3	No	Operations and Trading, Planning	Interim			
					Final			
Codes for BMUs	All	(1) Scheme Team Process (2) BSCP15	No	Customer Agreements / O&T	Interim			
					Final			
National Grid (Transmission Company) BMU registration confirmation	All	BSCP15	No	Operations and Trading, Business Systems	Interim			
					Final			

**Compliance Monitoring Statement – Part 2 (Host TO)**

Information/Data and Activity Requirements	Applicable to Grid Entry Point (GEP), Grid Supply Point (GSP) or Licence Exempt Generator (LEG)	Code Ref (Grid Code, Construction Agreement, BCA)	Required by NGET	TO Responsible Unit	Approval Category	Planned date	Approval Signature	Date of Signature
Earthing	GSP, GEP	BCA App F5, CC6.3.11 for GEP, CC6.4.2 for GSP.	Yes		Interim			
					Final			
Fault Disconnection Facilities (from Transmission protection)	GSP, GEP	BCA App F5. CC6.2.3.2(PE S)	Yes		Interim			
					Final			
System Fault clearance times, Protection and Relay Settings	GSP	CC6.2.2.5 for GEP, CC6.2.3.4 for GSP. CONSAG 5.3.1 BCA App F4	Yes		Interim			
					Final			
Site Common Drawings – to be agreed and exchanged	GSP, GEP	CC5.2/CC7.5 CONSAG 5.2	Yes		Interim			
					Final			

Information/Data and Activity Requirements	Applicable to Grid Entry Point (GEP), Grid Supply Point (GSP) or Licence Exempt Generator (LEG)	Code Ref (Grid Code, Construction Agreement, BCA)	Required by NGET	TO Responsible Unit	Approval Category	Planned date	Approval Signature	Date of Signature
Protection of Interconnecting Connections	GSP, GEP	CC6.2.3.6.1 for GSP, CC6.2.2.3.1 for GEP. BCA 8 & App F5	Yes		Interim			
					Final			
Circuit Breaker fail	GSP, GEP	CC6.2.3.1.1(c) for GSP, CC6.2.2.3.1 for GEP. BCA 17 & App F5	Yes		Interim			
					Final			
Site Responsibility Schedules - Persons authorised to sign	GSP, GEP	CC5.2/CC7.3 BCA 5.4	Yes		Interim			
					Final			
Site Responsibility Schedules - Exchange of Information for preparation	GSP, GEP	CC5.2, BCA 5.4	Yes		Interim			
					Final			
Site Responsibility Schedules - Issue	GSP, GEP	CC5.2/CC7.3	Yes		Interim			
					Final			

Information/Data and Activity Requirements	Applicable to Grid Entry Point (GEP), Grid Supply Point (GSP) or Licence Exempt Generator (LEG)	Code Ref (Grid Code, Construction Agreement, BCA)	Required by NGET	TO Responsible Unit	Approval Category	Planned date	Approval Signature	Date of Signature
Control Telephony	All	CC6.5.2. BCA App F5 Sched 1.	Yes		Interim			
					Final			
Evidence of User's Equipment compliance - Operational Metering	All	CC6.2.2.3.5	Yes		Interim			
					Final			
Site Specific Technical, BCA App F5, evidence of compliance - System Monitoring	All	CC 6.6, BCA F5 Sched	Yes		Interim			
					Final			
Operation Diagrams and Gas Zone Diagram for the Connection Point (or equivalent User diagram for LEG)	All	CC5.2/CC7.4 CONSAG 5.2	Yes		Interim			
					Final			
Special Automatic Facilities (e.g. intertrip)	GSP, GEP	CONSAG 5.3.1 & BCA App F3	Yes		Interim			
					Final			

Information/Data and Activity Requirements	Applicable to Grid Entry Point (GEP), Grid Supply Point (GSP) or Licence Exempt Generator (LEG)	Code Ref (Grid Code, Construction Agreement, BCA)	Required by NGET	TO Responsible Unit	Approval Category	Planned date	Approval Signature	Date of Signature
Harmonic distortion, flicker, NPS. (generation)	GSP, GEP	CC6.1.5-7, CC6.2.1.1, CC6.4.2	Yes		Interim			
					Final			
Compliance Tests on Demands (harmonics, flicker etc)	GSP		Yes		Interim			
					Final			
Interface Agreements	GSP, GEP	CC7.6	Yes		Interim			
					Final			
Local Switching Procedures	GSP/GEP	OC7.6	Yes		Interim			
					Final			
Evidence of LJRP 'miniplan' (if NGET do not require a substantive LJRP)	GSP/GEP	OC9	Yes		Interim			
					Final			
Safety Co-ordinators - confirmation of names, authorisation and	GSP, GEP	CC 5.2/OC 8 & CONSAC 5.4	No		Interim			

Information/Data and Activity Requirements	Applicable to Grid Entry Point (GEP), Grid Supply Point (GSP) or Licence Exempt Generator (LEG)	Code Ref (Grid Code, Construction Agreement, BCA)	Required by NGET	TO Responsible Unit	Approval Category	Planned date	Approval Signature	Date of Signature
of names, authorisation and competence		CONSAG 5.4			Final			
Local Safety Procedures applicable during commissioning	GSP, GEP	OC8, CONSAG 2.1	No		Interim			
					Final			
Local Safety Procedures applicable after commissioning	GSP, GEP	OC8	No		Interim			
					Final			
Safety Rules applicable during commissioning	GSP, GEP	CONSAG 2.1, OC8/CC5.2	Yes		Interim			
					Final			
Safety Rules applicable after commissioning	GSP, GEP	OC8/CC5.2	Yes		Interim			
					Final			
					Interim			
					Final			

Information/Data and Activity Requirements	Applicable to Grid Entry Point (GEP), Grid Supply Point (GSP) or Licence Exempt Generator (LEG)	Code Ref (Grid Code, Construction Agreement, BCA)	Required by NGET	TO Responsible Unit	Approval Category	Planned date	Approval Signature	Date of Signature
					Interim			
					Final			

**B2: EXAMPLE OF ENERGISATION NOTICE**

Our Ref:

**nationalgrid**

Date:

**Customer Agreements**

**National Grid Company plc**  
National Grid Transco House  
Warwick Technology Park  
Gallows Hill  
Warwick  
CV34 6DA  
Tel No: 01926-65xxxx  
Fax No: 01926-656605

**[substation name] Substation – Energisation of [equipment name]**

Dear Sirs,

[NGET and [company name] were parties to an Agreement to Vary the Bilateral Connection Agreement and Construction Agreement dated [date] (the "Connection Agreement") providing for connection to and use of the NGET Transmission System at [substation name] Substation.

You have notified NGET of your readiness to energise [equipment name] on [date].

NGET confirms that with effect from [date] the User Equipment for [equipment name] at [substation name] Substation can be energised and remain, subject to the matters listed in the attached schedule, energised for the sole purpose of Commissioning the User Equipment and taking demand from the NGET system. Such right is without prejudice to the exercise of any rights NGET may have under the Grid Code and Connection Agreement, including without limitation the Disconnection and/or De Energisation of the User Equipment.

Before the Generating Plant is instructed to synchronise there are a number of matters which need to be resolved, some or all of which (as indicated on the attached schedule) must be resolved before NGET can issue an [interim] / [final] Operational Notification in respect of [site].

Terms defined in the Master Agreement, the Supplemental Agreement and the Grid Code have the same meaning in this letter.

Should you require any further information regarding this matter or the attached schedule please contact [Compliance Officer & telephone number].

**General Counsel & Company Secretary**

**B3: EXAMPLE OF INTERIM OPERATIONAL NOTIFICATION DOCUMENT**

Our Ref: [ ]

**nationalgrid**

Date: [ ]

**Customer Agreements**

**National Grid Electricity Transmission plc**  
National Grid House  
Warwick Technology Park  
Gallows Hill  
Warwick  
CV34 6DA

Tel No: 01926-65####  
Fax No: 01926-656605  
Mobile: #####  
Jo.bloggs@uk.ngrid.com

**[power station ] - Interim Operational Notification**

Dear Sirs,

NGET and [party ] are parties to a [Bilateral Connection Agreement]/[Bilateral Embedded Generator Agreement]/[Bilateral Embedded Large Licence Exemptable Agreement] and [Construction Agreement] dated [ ] providing for [connection to and use] / [use] of the NGET Transmission System at [ ] as amended (the "Bilateral Agreement").

You have notified NGET of your intention to synchronise the [unit/power station ] on or after [day, date ]. Under Clause 7 of the Construction Agreement NGET is required to notify you that the provisions of the Bilateral Agreement and the Construction Agreement have been complied with (if that is the case) and that [unit/power station ] of the Connection Site can therefore become Operational (an "Operational Notification").

There are a number of matters which are unresolved at present which must be resolved before NGET can issue a final Operational Notification in respect of [site ]. The

current situation is summarised in the attached Schedule of Unresolved Compliance Issues. The unresolved matters do not however prevent NGET from issuing an interim Operational Notification (ION).

NGET therefore confirms the issue of an ION effective from [date ] to [date ] (the “Term”) subject to the condition that significant progress be made towards the resolution of the unresolved issues within the timescales listed in the schedule during the Term. On completion of the Term NGET will decide whether to issue a further ION for a fixed period or a final Operational Notification.

The ION is issued without prejudice to the exercise of any rights NGET may have under the Grid Code, the Construction Agreement and Bilateral Agreement, including without limitation the Disconnection and/or De Energisation of the User’s Equipment.

Terms defined in the CUSC, the Construction Agreement, the Bilateral Agreement and the Grid Code have the same meaning in this letter.

Should you require any further information regarding this matter or the attached schedule please contact [ ], telephone 01926-[ ].

**ALISON KAY**  
**Company Secretary & General Counsel**

- cc M Clark Network Design, NGET
- G Spence Compliance & Data, NGET
- I Brunt Operations & Trading, NGET
- [ ] Engineering Services, NGET
- [ ] Network Design, NGET
- [ ] TBA, SP/SHETL [TO]
- [[ ] TBA, SP/SHETL [Affected TO]]



**B5: PROFORMA FOR STATEMENT OF COMPLETENESS (SOC)**

Date: [ ]

Our ref: [ ]

Addresses for SPT

The Company Secretary  
SP Transmission Ltd  
1 Atlantic Quay  
Glasgow G2 8SP

Copy to:  
Customer & Performance Director Scotland  
Energy Networks  
New Alderston House  
Dove Wynd  
Belsshill  
ML4 3FF

Addresses for SHETL

The Company Secretary  
Scottish and Southern Energy  
Inveralmond House  
200 Dunkeld Road  
Perth  
PH1 3AQ

Copy to:  
Director of Regulation  
Scottish and Southern Energy  
Inveralmond House  
200 Dunkeld Road  
Perth  
PH1 3AQ

Dear Sirs

**[Power Station / Site] – Statement of Completeness**

NGET and [SPT / SHETL] are parties to a TO Construction Agreement dated [ ] in respect of the [Power Station / Site (“the Site”) which facilitates the connection of the Site to the GB Transmission System or use of the GB Transmission System in respect of the Site.

On [ ], and with the agreement of [SPT / SHETL] dated [ ], NGET issued an Interim Operational Notification (“ION”) in respect of the Site which has subsequently been extended to remain in force until [ ]. The unresolved issues associated with the ION were set out in the ‘Schedule of Unresolved Compliance Issues’ attached to the ION dated [ ] which was sent to the User and copied to [SPT / SHETL]. The ION was issued subject to the condition that significant progress be made towards the resolution of the unresolved issues.

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NGET is pleased to confirm that these issues have now progressed to the point where it is NGET's intention to issue a Final Operational Notification ("FON") for the Site with effect from [ ] subject to [SPT's/SHETL's] agreement. Accordingly, NGET requests [SPT / SHETL ] to indicate their agreement by signing and dating this Statement of Completeness below and returning a copy to NGET . In the event that [SPT /SHETL] do not agree to the issue of a FON in respect of the Site we request that you respond within five business days stating why a FON should not be issued.

In taking this step NGET confirms that it has passed all the relevant plant performance data to [SPT / SHETL] and will maintain this information.

Signing box for NGET

***Signing box for SPT***

**B6: EXAMPLE OF FINAL OPERATIONAL NOTIFICATION**

Date: [ ]

Our Ref: [ ]

Your Ref:

For the Attention of [ ]

Company Secretary

[ ]

[ ]

[ ]

[ ]

[ ]

**Customer  
Agreements**

3.6.1.3

**nationalgrid**

National Grid Electricity  
Transmission plc  
National Grid House  
Warwick Technology Park  
Gallows Hill  
Warwick  
CV34 6DA

Tel No: 01926-65####

Fax No: 01926-656605

Mobile: #####

Jo.bloggs@uk.ngrid.com

Dear Sirs

**[ ] at [ ] Power Station - Final Operational  
Notification**

NGET and [party ] are parties to a [Bilateral Connection Agreement]/[Bilateral Embedded Generator Agreement]/[Bilateral Embedded Large Licence Exemptable Agreement] and [Construction Agreement] dated [ ] providing for [connection to and use] / [use] of the NGET Transmission System at [ ] as amended (the "Bilateral Agreement").

On [date ] NGET issued an interim Operational Notification ("ION") in respect of [ ] Power Station which has subsequently been extended to remain in force until [date ] (the "Term"). The unresolved issues associated with the ION were set out in the 'Schedule of Unresolved Compliance Issues' attached to the letter dated [ ]. The ION was issued subject to the condition that significant progress be made towards the resolution of the unresolved issues and on completion of the Term NGET would decide whether to issue a further ION for a fixed period or a final Operational Notification.

NGET is pleased to confirm that these issues have now progressed to the point where a final Operational Notification for [ ] Power Station can be issued with effect from [ ]. In taking this step NGET is relying upon your continued co-operation with providing plant performance data as and when system frequency deviations occur.

Terms defined in the CUSC, Bilateral Connection Agreement, Construction Agreement and Grid Code have the same meaning in this letter.

I should like to take this opportunity to wish every success to your Power Station in its future operation.

Should you require any further information regarding this matter please contact [Connection Agreement Manager] on 01926-65####.

Yours faithfully

**ALISON KAY**

***General Counsel & Company Secretary***

cc	A Balkwill,	New Connection Agreements
	G Spence,	Compliance & Data
	Paul Robinson,	O&T Wokingham
	[Project Engineer],	Construction
	[ ]	Engineering Services, NGET
	[ ]	Network Design, NGET
	[ ]	TBA, SP/SHETL [TO]
	[[ ]	TBA, SP/SHETL [Affected TO]]
	[CAM]	Customer Agreements

## ***Appendix C: Register of Responsibilities on Parties***

### **C.1 Responsibilities on the ONP**

- The ONP have no specific responsibilities, rather are a tool to assist other parties in fulfilling their responsibilities. The objectives of the ONP are listed in section 3.1 of this procedure.

### **C.2 Responsibilities on NGET**

- Forward to the TO the list of Safety Co-ordinators
- Require the exchange of Safety Rules (when the TO and User can not do so)
- Require co-ordination of transmission works (when the TO and User can not do so)
- Produce the Part 1 of the Compliance Monitoring Statement (see Appendix B1), and ensure that the User fully complies with the Compliance Monitoring Statement.
- Require the User to meets technical requirements as set out in the Bilateral Agreement. If the User does not forward this data to the TO, NGET shall ensure that they does so.
- Ensure co-operation between User and TO wrt SRS and Operational Diagrams
- Ensure that the User complies with any site specific technical conditions as set out in the Grid Code and the Bilateral Agreement.
- Extract from the ICCCR relevant parts and copy to the TO.
- Review any Compliance issues.
- Witness any off load Compliance Testing and Compliance Testing documentation as necessary. Also ensure that off load Compliance Testing and Compliance Testing documentation have occurred / are in place.
- Issue Energisation Notices.
- Issue IONs.
- Agree programme of tests following synchronisation.
- Obtain the FCCCR, extract and sent relevant parts to the TO.
- Issue FON.

### **C.3 Responsibilities on TO**

- Identify issues affecting the operational capacity of TO assets involved in Compliance Compliance Testing.
- Manage Safety on the TO side of the connection boundary
- Confirm to NGET when Safety Rules have been exchanged
- Produce the Part 2 of the Compliance Monitoring Statement (see Appendix B1),
- Manage transmission works, co-ordinate works with Users
- Provide SRS and Operational Diagrams
- Submit technical specification of requirements to NGET

## **Appendix D: Abbreviations & Definitions**

### **Abbreviations**

CUSC	Connection and Use of System Code
DNO	Distribution Network Operator
FCCCR	Final Connection Conditions Compliance Report
FON	Final Operational Notification
ICCCR	Interim Connection Conditions Compliance Report
ION	Interim Operational Notification
SHETL	Scottish Hydro-Electricity Transmission Limited
SPT	SP Transmission Limited
SOC	Statement of Completeness
SOR	Statement of Readiness
STC	System Operator Transmission Owner Code
TO	Transmission Owner

### **Definitions**

#### **STC definitions used:**

Apparatus  
Connection  
Connection Site  
Connection Site Specification  
GB Transmission System  
NGET  
Other Codes  
Party  
Plant  
Power Station  
Safety Rules  
Site Responsibility Schedule (SRS)  
TO Construction Agreement  
Transmission System  
User

#### **CUSC definitions used:**

Bilateral Agreement  
Bilateral Connection Agreement  
Operational Notification

#### **Grid Code definitions used:**

Operation Diagrams  
Transmission Site  
Statement of Readiness

#### **Definition used from other STCPs:**

Affected TO	As defined in STCP 18-1: Connection and Modification Application
Host TO	As defined in STCP 18-1: Connection and Modification Application