SVAA SERVICE LINE SSL360
FOR
THE SVA AGENT

MARKET DOMAIN DATA MANAGEMENT

~~1 August 2003~~**01 June 2004**

AMENDMENT RECORD

Date	Version	Changes	Paper Reference
02/06/00	0.1	NETA – Package 2 (Multiple BM Units) embodied.	
16/06/00	0.2	Peer Review comments embodied.	
28/07/00	0.3	Comments embodied following walkthrough on 26/07/00.	
24/08/00	0.4	Comments embodied following post walkthrough review.	
12/09/00	0.5	Comments embodied following issue of documents to TS2 / ISR Agent.	TS2/27/734

Issue	Date	Version	Changes	Paper Reference
#	Code Effective Date	D.01	Complete document before Re-badging	
#	Code Effective Date	D.02	Re-badged	
#	Code Effective Date	D.03	Comments embodied following CMC1273	
1	Code Effective Date	2.0	Approved for use by the Panel	
1	Code Effective Date	3.0	Changes for Modification P30	AR1181
1	03/02/03	4.0	SVA Documentation Batch Release (CPs 665, 727)	SVG/22/275
1	01/08/03	5.0	Updated for Modification P62	SVG/29/390
2	01/06/04	5.1	Updated for SVAO Re-Procurement	

SVAA Service Line SSL360 - Market Domain Data Management

This SVAA Service Line forms part of the BSC Service Description for the SVAA.

The responsibilities, duties and obligations of the Supplier Volume Allocation Agent (SVAA) contained in this SVAA Service Line (SSL) are limited to those relating directly to the maintenance of a central repository of Market Domain Data.

A   Service Schedule

1.   Service Provided

In order to fulfil its function as a central repository for Market Domain Data, the SVAA shall undertake the following:

1.1   Receiving Updates to the Market Domain Data

1.1.1   The SVAA shall receive updates to the Market Domain Data from the Balancing and Settlement Code Company (BSCCo), via an MDD Change Request and in accordance with BSC Procedure BSCP50~~9~~, Changes to Market Domain Data~~8~~.

1.1.2   Where a Balancing Mechanism Unit file is received from the Central Registration Agent, do not publish this file until a request is received to publish this file from the BSCCo in accordance with clause 1.1.1 above.

1.1.3   In support of clause 1.1.2 above, upon receipt of the Balancing Mechanism Unit file notify the BSCCo that the Balancing Mechanism Unit file has been received, and if requested provide such files to BSCCo.

1.1.4   The SVAA shall check that the version numbers of the updates received from the BSCCo are consecutive. In the event that the update versions are not consecutive, it shall contact the BSCCo to inquire as to the existence of missing updates and, if so, to request their transmission.

1.1.5   Should the SVAA be unable to incorporate data because it is in the wrong format (e.g. alphanumeric instead of numeric) it shall report the matter to the BSCCo; and not incorporate any part of the update to the Market Domain Data.

1.1.6   The SVAA shall incorporate all authorised updates into the Market Domain Data, in sequence order of the version numbers, in accordance with BSC Procedure BSCP50~~9~~8.

1.1.7   Should the SVAA be informed by the National Help Desk Service of any recipients questioning the correctness of part of the Market Domain Data, then the SVAA shall report the matter to the BSCCo and agree a remedy with the BSCCo.

1.2   New Agencies

1.2.1   The SVAA shall incorporate an agreed unique reference code to new Supplier Meter Registration Agents, Suppliers, Meter Operator Agents, Data Collectors, Data Aggregators, Initial Allocation and Reconciliation Agent, Scottish Participants and the SVAA upon being informed of their existence by the BSCCo. Such unique reference codes shall form part of the Market Domain Data and shall be agreed with BSCCo prior to their inclusion on an MDD Publish.

1.2.2   Where the CDCA has also assigned a unique reference code to any of the market participants in section 1.2.1, this shall also form part of the Market Domain Data.

1.3   Market Domain Data Matrix

1.3.1   The SVAA shall receive, via the National Help Desk, and update changes to the Market Domain Data matrix in accordance with BSC Procedure BSCP50~~9~~8.

1.3.2   The SVAA shall use the Market Domain Data matrix to identify the recipients of all Market Domain Data files.

1.4   Provision of Output

1.4.1   The SVAA shall send the Market Domain Data files to each of the parties specified in BSC Procedure BSCP50~~9~~8 in accordance with the timescales specified in BSCP509~~the Market Domain Data Change Request~~.

1.4.2   The SVAA shall also send the Market Domain Data files to the Client or its nominated agent.

1.4.3   The SVAA shall also provide, in accordance with BSC Procedure BSCP50~~9~~8, a cut down version of Market Domain Data (the 'Incremental Set') unless the recipient of the file(s) has requested a full version of the file(s) via the National Help Desk and unless all of the data items with the Market Domain Data have changed, in which case a full version of the Market Domain Data file(s) will be provided (the 'Complete Set').

1.4.3A   At the direction of the Client or its nominated agent, the SVAA shall provide the latest Complete and Incremental Market Domain Data Sets to non-BSC parties.

1.4.4   The SVAA shall distribute the Technical Product Deliverables component of the Market Domain Data only to those parties that have signed the appropriate confidentiality undertaking, as notified to the SVAA by BSCCo~~by the Profile Administrator~~.

1.4.5   Every issued Market Domain Data file shall contain a unique consecutive version number.

1.4.6   The SVAA shall provide on request information about the despatch of files, as collected in Appendix 1, to any authorised recipient of the Market Domain Data updates and to the Client or its nominated agent.

1.5   Checking Confirmation Messages

1.5.1   The SVAA shall re-send the Market Domain Data update files to any party which has not confirmed receipt of the original update files, by the same time on the next Working Day after the despatch. This shall NOT apply for those files sent to parties manually.

1.5.2   The SVAA shall report any parties which have not confirmed receipt of either the original update or the re-send of the update to the National Help Desk Service within four Working Hours of the receipt message for the resend being overdue. The due time of the receipt shall be as specified in BSC Procedure BSCP508.

1.6   Maintaining the Market Domain Data Information~~Management Log~~

1.6.1   The SVAA shall record information~~com~~ about ~~pile the~~ Market Domain Data as specified in Appendix 1~~Management Log which records details about all Market Domain Data files as specified in Appendix 1~~.

1.6.2   The SVAA shall on request of the Client~~provide the Client~~ or its nominated agent, provide ~~with~~ the information~~copies of updates to the log~~ specified in Appendix 1, ~~monthly~~ in accordance with Appendix 3.

1.7   Production of the SVAA Calendar

1.7.1   The SVAA shall validate the SVAA Calendar produced by the SAA and confirm that the dates in the calendar are acceptable. ~~prepare an SVAA Calendar annually in accordance with BSC Procedure BSCP509~~.

~~1.7.2   The SVAA shall produce the SVAA Calendar within the constraints of the Settlement Calendar with the contents as specified in Appendix 2.~~

~~1.7.3~~1.7.2   The SVAA shall send the SVAA Calendar to those recipients defined in BSC Procedure BSCP50~~9~~8.

1.8   Production of the Data Aggregation and Settlements Timetable File

1.8.1   The SVAA shall produce the Data Aggregation and Settlements Timetable File within the constraints of BSC Procedure BSCP01, with the contents as specified in Appendix 2.

1.8.2   The SVAA shall send the Data Aggregation and Settlements Timetable File to the Non Half Hourly Data Aggregators with every publication of the Market Domain Data, even though the data contained within the file may not have changed.

1.9   Miscellaneous

1.9.1   The SVAA shall seek and follow the advice of the Client or its nominated agent where the SVAA is uncertain about the correct course of action in cases of exceptional circumstances or ambiguity in the documentation relating to the Market Domain Data Service.

1.9.2   The SVAA shall report all hardware or software faults relevant to the Market Domain Data Management service to the National Help Desk Service.

1.9.3   The SVAA shall ensure the confidentiality and integrity of the information that it receives, processes and maintains.

Page 6 of 13
~~1 August 2003~~01 June 2004

2.   Charges

2.1   Charges for Services

2.1.1   Charges for the services in this SSL are set out in Schedule 7 (Charges) of the SVAA Agreement.

~~1 August 2003~~01 June 2004

B   Service Level Agreement

3.   Service Availability

The SVAA shall ensure that:

3.1.1   The MDDM Normal Working Hours are defined as 08:30 to 17:00 on Working Days.

3.1.2   The SVAA shall ensure that it meets its obligations under this and other SSLs, regardless of any potential constraints which might be imposed by the definition of MDDM Normal Working Hours.

4.   Service Levels

4.1.1   The criterion against which the successful provision of the services described in Section 1 of this SSL shall be measured is that the SVAA shall successfully despatch to all appropriate parties the Market Domain Data update files and Performance Monitoring Reports.

4.1.2   For the purpose of paragraph 4.1.1, "successfully despatch" means the despatch of a complete and correct set of files within the time-scales defined by BSC Procedure BSCP508 and Appendix 3, using input data that has been collected in accordance with the requirements set out in this SSL and BSC Procedure BSCP508.

4.1.3   The SVAA shall record the number of successful and unsuccessful despatches of files against the performance monitoring categories described in Appendix 3. These categories shall be measured on a Quarterly basis, with a weekly decomposition of performance, and shall be provided to the Client or its nominated agent. These routine Performance Monitoring Reports shall be despatched to the Client or its nominated agent, within five Working Days (5 WD) of the end of the Quarter.

4.1.4   The SVAA shall exclude from its successful despatches those occasions where disputes on the completeness or correctness of the despatch are upheld by the Client or its nominated agent.

4.1.5   The incentives to meeting these measures are set out in Charges (section 2 of this SSL). The calculation of the incentives is as stated in Schedule 3.

4.1.6   The Client or its nominated agent may choose at its discretion whether or not it wishes to claim all or part of the service credits detailed in Schedule 3.

5.   Appendices

5.1   Appendix 1 - Details of ~~Market Domain Data Management Log~~Information Maintained

The following minimum information shall be retained by the SVA Agent. This information may be held in various forms, such as database records, problem management logs, exception reports or manual records, and will be extracted and made available to the Client or its nominated agent on request.~~The contents of the Log shall include, but not necessarily be limited to the following data fields.~~ The SVAA shall ensure that it also maintains records of any additional information required to fulfil its obligations under this SSL or any other contractual obligation.

Type of Information~~Name of Sub Log~~	Mi**n**imum Requirements~~Fields~~
Receiving Updates (~~completed~~for every ~~time an update to~~ Market Domain Data update ~~is~~ received)	~~BSCCo's~~ Version Number of Update ~~Consecutive check performed? (Y/N)~~ ~~If failed:~~ Date and Time received~~of contacting BSCCo~~ Medium by which received ~~Contact's name~~ ~~Details of any missing versions?~~ ~~Date and time of receipt of missing versions~~ ~~Date and time of informing BSCCo~~ ~~Source (Sender's ID)~~ ~~Date and Time Received~~ ~~Medium by which received~~ Intended MDD Publication Date ~~Validated (Y/N)~~ Date and Time of Validation ~~(File Processing Timestamp)~~ Whether v~~V~~alidated within timescales agreed with the BSCCo ~~(Y/N)~~ Details of a~~A~~ny v~~V~~alidation e~~E~~rrors including:~~?~~ ~~If Validation Errors~~ Nature of Error Date and~~&~~ Time of Contacting BSCCo Whether contacted w~~W~~ithin BSCP timescale**s** ~~(Y/N)~~ If not contacted within BSCP timescales, the number of days late ~~If "No"~~ ~~No of days late~~

Type of Information~~Name of Sub Log~~	Minimum Requirements~~Fields~~
Problems with MDD (for ~~completed~~ every ~~time a~~ problem ~~is~~ reported to ~~from~~ the help desk)	Date and Time of Receipt of Query from help desk Nature of Query Date & Time of Contacting BSCCo Whether BSCCo contacted w ~~Within~~ BSCP timescale ~~(Y/N)~~ ~~Date and time of contacting BSCCo~~ ~~Within BSCP timescale (Y/N)~~
Sending Files (for~~completed~~ every ~~time an update to~~ Market Domain Data Publish~~is sent out~~)	Type of Report MDD Version Number~~Period Covered~~ Sent to w~~W~~hom Time and d~~D~~ate Sent If not s ~~S~~ent within t~~T~~imescales specified in the MDD Change Management Circular, number of days late. ~~(Y/N)~~ ~~If "No"~~ ~~No of days late~~ Medium by which Sent Address If acknowledgement not received ~~Receipt of Update received~~ within four Working Hours of despatch~~due time? (Y/N)~~: If "No" Date and~~&~~ Time of re-send Whether w~~W~~ithin timescale ~~(Y/N)~~ If not, number of days late If acknowledgement of re-send not received within four Working Hours: Whether acknowledgment of original send has been received If not then date and time of informing help desk Whether within timescale If not, number of days late~~f "No"~~ ~~No of days late~~ ~~Receipt of Re- send received within four Working Hours of due time~~ ~~If "No"~~

Type of Information~~Name of Sub Log~~	Minimum Requirements~~Fields~~
	~~Receipt of Original Update still not received? (Y/N)~~ ~~If "Y" then Date & Time of informing help desk~~ ~~Within timescale (Y/N)~~ ~~If "No"~~ ~~No of days late~~

5.2 **Appendix 2 - SVAA Calendar and Data Aggregation and Settlements Timetable File**

5.2.1 Distributed in the Market Domain Data Complete / Market Domain Data Incremental Set files, the SVAA Calendar will contain for each Volume Allocation Run (VAR), inter alia:

- Settlement Code
- Settlement Date;
- Payment Date;
- SVA Notification Deadline Date (for receipt of files from CDCA, NHHDA, HHDA, Licensed Distribution System Operator)

The contents of the files will contain, but is not limited to those data items listed below, for each Settlement Day, inter alia:

- Clock Changes;
- Day of the Week Id;
- Season Id;

5.2.2 Distributed in the Data Aggregation and Settlements Timetable File, the content of this file will contain for each VAR, inter alia:

- First Payment Date;
- Last Payment Date;
- Settlement Code;
- Settlement Date;
- Payment Date;
- SVA Notification Deadline Date;
- Planned Data Aggregation Run Date;
- Planned VAR Date.

5.3   Appendix 3 - Performance Monitoring Reports

Measure	Process	Sub-process / Dataflow	Recipient	Performance standard	Performance Measure / Service Level
1	Market Domain Data Management	Receipt and validation of input updates		No separate standard needed - covered by the output related standards	
2	Market Domain Data Management	Deliver MDD files	Parties specified in BSCP508	Complete Accurate Within timescales	100% to BSCP508 100% to BSCP508 100% to BSCP508
3	SVAA Management	Routine Performance Monitoring Reports	The Client or its nominated agent	Complete and accurate within timescales	100% within 5 Working Days (WD) of end of Quarter
4	SVAA Management	Market Domain Data Information~~Management Log~~ (Appendix 1)	The Client or its nominated agent	Complete and accurate within timescales	~~100% of updates within 5 WD of end of each month~~

1 June 2004