

# **Gemini Shipper Forum**

## **23 August 2005**

# Agenda

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|--|---------------|
| 1. Introductions                                   | Mark Nicolson |
| 2. Progress from last Shipper Forum                | Mark Nicolson |
| 3. Shipper Trials Completion                       | Sandra Kerr   |
| 4. Shipper Acceptance Criteria Validation Document | Mark Nicolson |
| 5. Implementation Plan                             | Sandra Kerr   |
| 6. MPLS/XP1 Update                                 | Mark Nicolson |
| 7. Progress Summary                                | Mark Nicolson |
| 8. Any Other Business                              |               |

**Gemini Shipper Forum**  
**Progress from last Shipper Forum**  
**23 August 2005**

Mark Nicolson

**Gemini Shipper Forum  
Shipper Trials Completion  
23 August 2005**

Sandra Kerr

# Shipper Trials Update

- Participation
- Issues
- Defects
  - Retesting of defects
- Key Issues Faced

# Shipper Trials Participation

<b>Online Screens</b>	59 Short Codes / 49 Organisations
<b>APIs</b>	46 Short Codes / 24 Organisations 32 of 36 APIs have been used
<b>Bulk Upload</b>	16 Short Codes / 8 Organisations
<b>Bulk Downloads</b>	23 Short Codes / 10 Organisations 9 of 14 Bulk Downloads have been used
<b>OCM</b>	59 Organisations connected to the OCM System

# Shipper Trials Issues

<b>Issues Raised (5<sup>th</sup> August)</b>	164
<b>Closed</b>	154
<b>Resolved</b>	2
<b>Open</b>	8

# Shipper Trials Defects

	Total	Outstanding
<b>Defects Raised (For issues raised up to 5/8)</b>	36	4
<b>Functional Screen</b>	25	2
<b>API</b>	8	2
<b>Bulk Upload / Download</b>	3	0

# Shipper Trials Retesting of Defects

- 4 day retesting window
- Tuesday 30<sup>th</sup> August to Friday 2<sup>nd</sup> September
- No structured scenarios
- Linepack published 6 times daily at 10am, 11am, 12pm, 2pm, 3pm & 4pm
- Support will be via the Communications mailbox

# Shipper Trials – Key Issues Faced

- Tolerance validation on Nominations
- Buffer tables locking
- Redesign of the View Renomination API & Screen
- Revised Entitlements API
- Only one user participated in Exit Capacity trials

**Gemini Shipper Forum**  
**Shipper Acceptance Criteria Validation Document**  
**23 August 2005**

Mark Nicolson

# Shipper Acceptance Criteria Validation

## Functional Acceptance Criteria to proceed into Early View Shipper Trials

	Acceptance Criteria	Responsibility	Action	Completion date
2.1.1	API Specifications and file formats for Bulk Upload/Download have been published to the UK Link Committee.	NGT publish by February for March approval	Mail was sent to UK-LINK Committee on 18/02/05; approved at March UK-LINK Meeting	18/02/05
2.1.2	UCT has been completed and a report has been sent to Shippers, including all outstanding defects and a plan for resolution.	NGT one week before Early View Shipper Trials commences	UCT now not expected to complete until one week after Early View Shipper Trials commences. Mail sent out on 08/04/05 detailing 3 issues outstanding, and planned resolution date of 15/04/05. UCT Report shared with Shippers at the Shipper Forum of 08/06/05	08/06/05
2.1.3	The process to agree the classification of faults found during Early View Shipper Trials and the timescales for their rectification has been presented to the Shipper Working Group and circulated to the Shipper Forum.	Shipper Working Group one month before Early View Shipper Trials commences	Presented at SWG 23/03/05; e-mailed to Shipper Community 01/04/05; presented at Shipper Forum 05/04/05	05/04/05

# Shipper Acceptance Criteria Validation

## Technical Acceptance Criteria to proceed into Early View Shipper Trials

	<b>Acceptance Criteria</b>	<b>Responsibility</b>	<b>Action</b>	<b>Completion date</b>
2.2.1	The API Framework Document has been updated and communicated to Shippers one month before commencing Early View Shipper Trials	NGT one month before Early View Shipper Trials commences	Link to website showing UK-Link Approved API Specifications to be implemented with the Gemini Energy Balancing and Exit Capacity release mailed to Shipper Community	08/02/05
2.2.2	APIs have been tested prior to commencing Early View. A status report has been produced outlining findings during System testing.	NGT one week before Early View Shipper Trials commences	API System Testing Report presented at the Shipper Forum	05/04/05
2.2.3	All Shippers who requested to take part in Early View Shipper Trials have proved their connectivity to the Trials environment.	NGT/Shippers 2 weeks before Early View Shipper Trials commences	Connectivity proven by all but 6 Shippers who requested to take part in Early View Shipper Trials; report presented at Shipper Forum	05/04/05

# Shipper Acceptance Criteria Validation

## Functional Acceptance Criteria to proceed Shipper Trials

	Acceptance Criteria	Responsibility	Action	Completion date
3.1.1	The process to agree the classification of issues found during Shipper Trials has been presented to the Shipper Working Group and circulated to the Shipper Forum.	Shipper Working Group one month before Shipper Trials commences	Issue classification approach document circulated to the Shipper Community 01/04/05 and presented at the Shipper Forum on 05/04/05	05/04/05
3.1.2	A report has been produced showing that all critical (P1 and P2) faults found during Early View Shipper Trials have been corrected.	NGT at the end of Early View Shipper Trials	Shared with Shippers at the Shipper Forum on 08/06/05	08/06/05
3.1.3	A plan has been published showing when all non-critical (P3 and P4) faults found during Early View Shipper Trials will be corrected.	NGT at the end of Early View Shipper Trials	Shared with Shippers at the Shipper Forum on 08/06/05	08/06/05
3.1.4	The Shipper Trial plan and requirements have been published.	NGT 3 months before Shipper Trials commences	Presented to Shipper Working Group and Shipper Forum	24/02/05
3.1.5	I'X Upgrades Plan has been presented to the Shipper Working Group and circulated to the Shipper Forum	NGT 4 months before Shipper Trials	MPLS presented at the Shipper Forum on 05/04/05	Ongoing

# Shipper Acceptance Criteria Validation

## Operational Acceptance Criteria to proceed into Shipper Trials

	<b>Acceptance Criteria</b>	<b>Responsibility</b>	<b>Action</b>	<b>Completion date</b>
3.2.1	Shipper Trial plan and requirements have been presented to the Shipper Working Group and the Shipper Forum and comments have been responded to. Final Shipper Trials requirements have been published.	NGT 3 months before Shipper Trials commences	Presented to the Shipper Working Group and Shipper Forum	24/02/05
3.2.2	Shipper procedures have been published. A list of Shipper procedures can be found in Appendix C.	NGT 1 month before Shipper Trials commences	Shipper procedures are being proven during integrated UCT (11/04/05). The latest versions of the Procedures were uploaded to the UK-Link Documents Extranet website on the 13th June 2005.	13/06/05
3.2.3	The Shipper User/Training Manual has been published.	NGT before Training commences	Published on Gemini website	27/04/05

# Shipper Acceptance Criteria Validation

## Operational Acceptance Criteria to proceed into Shipper Trials (cont)

	<b>Acceptance Criteria</b>	<b>Responsibility</b>	<b>Action</b>	<b>Completion date</b>
3.2.4	Shipper Acceptance Criteria has been presented to the Shipper Working Group and the Shipper Forum. Final Shipper Acceptance Criteria has been published and comments responded to.	NGT 6 months before implementation	A number of updates to the Shipper Acceptance Criteria Document culminated in the document presented at UK Link Committee	17/02/05
3.2.5	A list of Shippers willing to participate in Shipper Trials has been confirmed.	NGT 3 months before Shipper Trials commences	Anticipated participation document sent to Shipper Community on 02/03/05. A list has been compiled	17/03/05

# Shipper Acceptance Criteria Validation

## Functional Acceptance Criteria to proceed into Implementation

	Acceptance Criteria	Responsibility	Action	Completion date
4.1.1	The number of Shippers who have participated in Shipper Trials has been communicated to the Shipper Forum following completion of Shipper Trials.	NGT 1 week after Shipper Trials	Included in the Shipper Trials Exit Report presented to the Shipper Working Group and the Shipper Forum. Also to be included in the Shipper Status Report	23/08/05 *** Planned
4.1.2	A report has been produced showing that all critical (P1 and P2) faults found during Shipper Trials have been corrected.	NGT at the end of Shipper Trials	Included in the Shipper Trials Exit Report presented to the Shipper Working Group and the Shipper Forum.	23/08/05 *** Planned
4.1.3	A plan has been published showing when all non-critical (P3 and P4) faults found during Shipper Trials will be corrected.	NGT at the end of Shipper Trials	Included in the Shipper Trials Exit Report presented to the Shipper Working Group and the Shipper Forum.	23/08/05 *** Planned
4.1.4	Shipper Trials end of phase report has been produced.	NGT 1 week after Shipper Trials	Presented to the Shipper Working Group and the Shipper Forum	23/08/05 *** Planned

# Shipper Acceptance Criteria Validation

## Technical Acceptance Criteria to proceed into Implementation

	Acceptance Criteria	Responsibility	Action	Completion date
4.2.1	<p>Shipper interfaces to the system have been proven during Shipper Trials:</p> <ul style="list-style-type: none"> <li>- IX</li> <li>- API</li> <li>- Bulk Upload/Download</li> </ul>	Shipper Trials participants by the end of Shipper Trials	Confirmation sought via calls to the members of the Shipper Working Group to check. Details of proven connectivity and use of functionality included in the Shipper Trials Exit Report	23/08/05 *** Planned
4.2.2	<p>All User data security (Shipper, MO, Agent) has been proven during Shipper Trials:</p> <ol style="list-style-type: none"> <li>a. Shippers are only able to see data specific to the appropriate Shipper or Shippers with whom they are associated.</li> <li>b. Shippers are able to see common data.</li> </ol>	Shipper Trials participants – by the end of Shipper Trials	Called the members of the Shipper Working Group, GMSL and APX to check	11/08/05

# Shipper Acceptance Criteria Validation

## Technical Acceptance Criteria to proceed into Implementation

	Acceptance Criteria	Responsibility	Action	Completion date
4.2.3	Key contacts for every User have been defined. Part of stakeholder analysis to engage Shippers/Traders/Agents/Market Operators, to facilitate communications with Gemini Users	NGT 6 months before implementation	List of key contacts including Shippers, Traders, Agents and Market Operator identified	17/03/05
4.2.4	Access and Security role information has been provided.	NGT 1 month before implementation		
4.2.5	Confirmation has been sought from each User contact that access to the system has been proven.	NGT by implementation		

# Shipper Acceptance Criteria Validation

## Operational Acceptance Criteria to proceed into Implementation

	Acceptance Criteria	Responsibility	Action	Completion date
4.3.1	Performance of key processes has been proven. The key processes on which performance will be measured can be found in Appendices A and B of the Shipper Acceptance Criteria Document. Performance times can be found in Appendix D.	NGT by the end of Shipper Trials	Details provided in Appendix of Shipper Acceptance Criteria Validation Document	17/08/05
4.3.2	Operational Acceptance Testing System Status Report has been published.	NGT 2 months prior to implementation		
4.3.3	SLA has been published, reviewed and amended as appropriate prior to Implementation covering the following: <ul style="list-style-type: none"> <li>- system availability and resilience</li> <li>- password changes</li> <li>- fault fixing</li> </ul>	NGT issue to UK Link Committee at least 3 months before implementation		

# Shipper Acceptance Criteria Validation

## Operational Acceptance Criteria to proceed into Implementation

	Acceptance Criteria	Responsibility	Action	Completion date
4.3.4	<p>Detailed Implementation Plan has been published, including the following:</p> <ul style="list-style-type: none"> <li>- Outage Time</li> <li>- Phased Cutover Approach</li> <li>- Data Migration requirements</li> <li>- Reversion Plan</li> <li>- Revised documentation and templates for manual fax procedures for Gemini</li> </ul>	NGT issue to UK Link Committee at least 3 months before implementation	<p>Information has been shared with Shipper Working Group, Shipper Forum and UK-Link Committee since February 2005. Implementation Plan on agenda for Shipper Working Group 17/08/05.</p> <p>Revised fax procedures to be published on Gemini website for Implementation</p>	
4.3.5	The UK Link Manual has been revised, approved & reissued to be approved by the UK Link Committee.	UK Link Committee at least 3 months before implementation	Revised UK-Link Manual is being updated and will be published upon completion. No approval is required by the UK-Link Committee	
4.3.6	Shipper Training plan has been published and Shipper Training programme has been completed to plan.	NGT to report at the end of Training	External Training Completion Report presented to the Shipper Working Group and Shipper Forum	06/07/05 & 14/07/05

# Shipper Acceptance Criteria Validation

## Operational Acceptance Criteria to proceed into Implementation

	Acceptance Criteria	Responsibility	Action	Completion date
4.3.7	IS Failover contingency arrangements have been published to include XP1	NGT 2 months before implementation	Presentation shared with Shipper Working Group and Shipper Forum June 2005. Test 6 of Disaster Recovery tests 1-6 is still outstanding – planned 18/19 <sup>th</sup> August	
4.3.8	Business Contingency arrangements have been published.	NGT before the start of Shipper Trials	Flexibility Mechanism and Business Contingency discussed at the Shipper Working Group and Shipper Forum in January 2005; Business Contingency arrangements to remain unchanged	
4.3.9	A process to discuss and agree governance after implementation of Gemini has commenced	NGT by implementation	xoserve involved in Shipper Working Group and Shipper Forum discussions	
4.3.10	Meeting held with SWG and SF to verify Shipper Acceptance Criteria status prior to Go-live	NGT 1 month before implementation		

**Gemini Shipper Forum  
Implementation Plan  
23 August 2005**

Sandra Kerr

**Gemini Shipper Forum**  
**MPLS/XP1 Update**  
**23 August 2005**

Mark Nicolson

**Gemini Shipper Forum**  
**Progress Summary**  
**23 August 2005**

Mark Nicolson

# **Gemini Shipper Forum**

**AOB**

**23 August 2005**