

NTS Exit Reform

External System User Guidelines

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<u>Please Note</u>: This document has been provided to give guidance regarding the operation of Gemini Exit, which is part of the UK Link systems with respect to the processes as detailed in the UNC. Every effort has been made to ensure that the information contained within it is correct. However if there is a conflict with National Grid's Gas Transporter Licence in respect of the NTS('the Licence'), or the Uniform Network Code ('UNC'), then the Licence or UNC shall prevail



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Introduction

National Grid provides a network of pipelines to Shippers. These pipelines enable Shippers to supply gas to their customers. They are known as Business Associates (BAs) or business partners of National Grid and, dependant on the nature of business transactions, are categorised into different types as explained in the table below.

Shipper	Shippers
BAL MARGINS	Balancing Margins Manager
BAL OPERATOR	Balancing Margins Operator
CLAIMS VAL AG	Allocation Agent Claims Validations Agents
ENDUSER WITH BC	End User with Bilateral Contract
ENDUSER DOU	End User with Deed of Undertaking
GAS TRADERS	Gas Traders
INTER CONN AG	Inter Connecter Agent
LNG MANAGER	National Grid LNG Manager
NOM AGENT	Nomination Agent
STORAGE OP	Storage Operator
National Grid	National Grid Transmission and Trading

Facilities offered by National Grid to its customers that do not result in direct payment are known as Services. These are classified as **Entry; Energy Balancing; Invoicing** and **Exit**. The Services are also divided into Sub-Services and these are the facilities that are available for the Business Associate or Shipper. The sub services associated with the Exit system are as follows:

NTS Exit Booking	
NTS Exit Transfer	National Grid provides contracts to Shippers
NTS Exit	Gas flow maintained
Assignment	
NTS Exit Overrun	

NTS Exit Zones are defined areas of the National Transmission System (NTS) comprising a number of NTS Exit Points. The boundaries of these are defined by distinct pressure boundaries relating to the geographical location of the compressors, regulators and multi junctions connected to the NTS.

The purpose of this document is to provide details and instructions for the main processes conducted within the Gemini Exit System. The document covers the following areas;

- Reporting;
- Long Term Applications;
- Short Term Auctions; and
- Constraints.

<u>Please Note:</u> All data contained within the screen shots is purely fictional taken from test environments.

As you go through the document you will see that some of the screen shots have blue banners which have been taken from testing environments. Some of the example screen shots have been taken from different phases of the project, when the banners were 'blue', however the final phase of the project introduced 'green' banners. Therefore, when you go into Production all screens will have green banners only.



Accessing the system

The new NTS Exit Reform system is paired with the existing Gemini system and as such is accessed via the Gemini menu page.

Users should open Internet Explorer and enter the Citrix URL as detailed in the Gemini 2013 Guide to Connectivity V1 dated 28th August 2013. This Guide is available via the following link:

http://www.xoserve.com/index.php/our-systems/gemini/gemini-technical-publications/

Once a Citrix connection is established, click on the Gemini Production icon.

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- The Gemini Log In screen will be displayed.

- Enter your Gemini User ID and Password in the relevant boxes.
- Click on the **Submit** button.
- The Gemini System Menu will be displayed.





- To access the NTS Exit Reform system click on the Gemini Exit button.
- The homepage for the Gemini Exit Reform system will be displayed.





Points to Remember

If you cannot see the Gemini Exit Button or your role within the system is 'read-only', you will need to request access or amendment via your Local Security Officer (LSO). The LSO should then contact the Xoserve Customer Lifecycle team on your behalf (<u>customerlifecycle.spa@xoserve.com</u>).

If there is a period of one month where your account is not used and inactive, your password will need to be reset the next time you use the system. It is advised that you log into the system at least once per month.

List of Abbreviations

AFLEC	Annual NTS Exit Flat Capacity
ADEFLEC	Ad-hoc Decrease Enduring NTS Exit Flat Capacity
AIEFLEC	Enduring Ad-hoc Increase Flat Exit Capacity
EAFLEC	Enduring Annual Flat Exit Capacity
EXBB	Exit Flat Capacity Buyback Contract
DADNEX	Day Ahead Daily NTS Exit (Flat) Capacity
WDDNEX	Within Day Daily NTS Exit (Flat) Capacity
DONEX	Daily Off-peak NTS Exit (Flat) Capacity
DBNEX	Daily Buyback NTS Exit (Flat) Capacity
MoS	Method of Sale
WAP	Weighted Average Price
OFR	Off-take Flow Reduction
DN	Distribution Network
BA	Business Associate
OCF	Off-peak Curtailment Factor
LSO	Local Security Officer
OPN	Offtake Profile Notice



2.5 Status

As you work through the screens you will see a number of different statuses. The table below details the status you will see against the particular transactions you are taking part in.

Status	Detail (For)
New	Auctions/Applications
Draft	Assignment Registrations
Allocated	Auctions/Applications
Withdrawn	Auctions/Applications; Transfers; Assignment Registrations
Registered	Transfers; Assignment Registrations
Approved	Assignment Registrations
On Hold	Assignment Registrations
Accepted	Transfers; Ad-Hoc Offers; Assignment Registrations
Rejected	Transfers; Assignment Registrations
Timed Out	Transfers; Assignment Registrations
Confirmed	Transfers
Cancelled	Transfers
Invalid	Transfers
Published	Ad-Hoc Offers



Gemini Exit

Chapter 5

Transfers and Assignments



5. Introduction to Transfers and Assignments

The Transfers process allows you to transfer a quantity of NTS Exit Flat Capacity to another User at the same location. A Transfer will move the Entitlement from the Transferor to the Transferee but the Transferor retains financial liability.

5.1 Bulletin Board

The Bulletin Board is there for you to post information or to advertise to any potential Transferor or Transferee. Information includes capacity and contact details of the external User who has posted the bulletin.

The Navigation Path for this screen is:

Home>Deal>Transfer>Bulletin Board.

To view any items already posted you will then need to select from the system:

- **Product** the transferable product is associated with the sub-services
- Location
- Transfer Type this could be Buy or Sell

Then you will need to click the Query button.

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Product*: NTS EXIT FLAT CAPACITY FIRM PRIMARY M Location*: BACTONINT M Transfer Type*: Sell M	
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BACTONINT 11M 01-Nov-2016 15-Nov-2016 500,000 1,000,000 16-560-2011 0.0500 Jim 1	23456
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bA V	thdraw

Deal – Transfer – Bulletin Board - Query

If any items have already been posted they will be displayed else the message **"No Data Found for Your Query Criteria"** will be shown.

5.1.1 Adding a Bulletin

From the Query screen click Add

<u>Please Note:</u> your BA Code and associated BA Abbr. Name and BA Name will be automatically populated from your log on into the system. This is a read only field.

Then enter:

- Product
- Location
- Transfer Type this could be Buy or Sell
- Period From
- Period To
- Minimum Qty (kWh)
- Maximum Qty (kWh)
- Expiry Date and Time HH24



- Transfer Price (p/kWh)
- Contact Name
- Contact Number

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Product*	NTS EXIT FLAT CAPACITY FIRM PRIMARY		
Location*	BACTONINT	Transfer Type*	: Sell
Period From*	: 01-Nov-2016	Period To*:	15-Nov-2016
Minimum Quantity(kWh)*	: 500,000	Maximum Quantity(kWh)*:	1,000,000
Expiry Date and Time*	: 16-Sep-2011 HH24*: 17	Transfer Price(p/kWh)*:	0.05
Contact Name*	: Jim	Contact Number*:	123456
Note: '*' indicates that the field is manda	atory		
			Save Cancel Clear
A 15-Sep-2011 17:00:01 BST			S Local intranet

Deal – Transfer – Bulletin Board - Add

<u>Please Note</u>: clicking on the Clear button clears all the fields and allows data to be re-entered. Clicking on the Cancel button cancels the data entered and takes you back to the Query screen. Once all mandatory fields are complete click Save.

The **Bulletin Board** screen will now be displayed. To see the data just added you may need to perform a query using appropriate data. If you wish to remove a record before it is due to expire then select the radio button to the left of the relevant record and **Withdraw**. This will remove the record.

5.2 Registering a Transfer

The Navigation Path for this screen is:

Home>Deal>Transfer>Transfer Registration

<u>Please Note:</u> your BA Code and associated BA Abbr. Name and BA Name will be automatically populated from your log on into the system. This is a read only field.

To view any Transfers already registered select:

- Product
- Location
- **Status** this can be Registered; Withdrawn; Accepted; Rejected; Timed Out; Confirmed; Cancelled and Invalid
- Period From the start date from when the transfer is effective
- Period To the end date
- Transfer Reference ID this will be either Buy or Sell



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Deal – Transfer – Transfer Registration

If there are any registered Transfers where you are the Transferor or Transferee they will be displayed otherwise the message "No Data Found for Your Query Criteria" will be shown.

To register a Transfer click the Add button

<u>Please Note:</u> your BA Transferor Code and associated BA Abbr. Name and BA Name will be automatically populated from your log on into the system. This is a read only field.

You will then need to enter:

- Transferee BA Code this will then populate the associated BA Abbr. Name and BA Name
- Product
- **Period From** this date must be greater than or equal to both 1st October 2012 and the current gas day
- Period To
- Transfer Qty (kWh)
- Transfer Price (p/kWh)
- Contact Name
- Contact Number

Click Save

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	Location*:	BACTONINT	
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Deal – Transfer – Transfer Registration - Add

The **Transfer Registration - Query** screen will now be displayed. To see the data just added you may need to perform a query using appropriate data.

A number of buttons are now available. Next to each record there is an **M** icon and a **V** icon. At the bottom of the screen the **Add** button is still available. In addition to this there are now **Withdraw**, **Accept** and **Generate Report** buttons in the bottom bar.

The **M** icon allows you to modify the record. This will only appear if you are the Transferor and the record is still in "**REGISTERED**" status.

The ${\bf V}$ icon allows you to view the details of the Transfer including the contact details for the Transferor.



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Deal – Transfer – Transfer Registration – Modify



Deal – Transfer – Transfer Registration - View

The **Withdraw** button allows the Transferor to withdraw a transfer before the Transferee accepts it. Once the Transferee has accepted the Transfer then this option will no longer be available. If you wish to withdraw a transfer then select the radio button to the left of the relevant record and click on the **Withdraw** button. The record will still be visible but will now have the status "**WITHDRAWN**".

The **Accept** button allows the Transferee to accept a Transfer. If you select the radio button for a record where you are the Transferor this button will become disabled.

5.3 Accepting a Transfer

The Navigation Path for this screen is:

Home>Deal>Transfer>Transfer Registration.

To view the Transfer you wish to accept, select the required query criteria.

Any registered Transfers where you are the Transferor or Transferee that meet the query criteria will be displayed.

A number of buttons are now available. Next to some records there is a **V** icon. At the bottom of the screen the **Add** button is available. In addition to this there are now **Withdraw**, **Accept** and <u>Generate</u> <u>Report</u> buttons in the bottom bar.



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K					Add Withdr	aw Accept	Generate Repor	
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Deal – Transfer – Transfer Registration – Query

The **V** icon allows you to view the details of the Transfer including the contact details for the Transferor. For records where you are the Transferee this is only available for records with a status of **"REGISTERED"**, **"ACCEPTED"** or **"CONFIRMED"**.

The **Withdraw** button allows the Transferor to withdraw a transfer before the Transferee accepts it. If you select the radio button for a record where you are the Transferee this button will become disabled.

The **Accept** button allows the Transferee to accept a Transfer. If you select the radio button for a record where you are the Transferor this button will become disabled.



To accept a transfer, select the radio button to the left of the relevant record and click on the **Accept** button. The record will now have the status "ACCEPTED".

<u>Please Note:</u> a Transfer needs to be accepted within 60 minutes of being registered otherwise it will time out. After 60 minutes the system will update the status of the record to "TIMED OUT" if the Transferee has not accepted the Transfer and the Transferor has not withdrawn it. Once a Transfer has been accepted by the Transferee the system will process the Transfer and once the status has been changed to "CONFIRMED" both the Transferor and Transferee will see the Transfer reflect in their entitlement.

5.4 Assignments process

The Assignments process allows you to assign all your NTS Exit Flat Capacity at a location to another User at the same location. This initially goes in as draft which an Assignee can accept and National Grid Transmission will either Approve; Reject or Place on Hold. An Assignment will move both the Entitlement and financial liability from the Assignor to the Assignee effective from the Assignment date.

5.4.1 Registering an Assignment

The Navigation Path for this screen is:

Home>Deal>Assignment>Assignment Registration

<u>Please Note</u>: your BA Code and associated BA Abbr. Name and BA Name will be automatically populated from your log on into the system. This is a read only field.

To view any Assignments already registered select

- Location
- **Status** you can choose ALL; Draft; Registered; Accepted; On Hold; Rejected; Approved; Timed out or Withdrawn

Then click Query

If there are any registered Assignments where you are the Assignor or Assignee they will be displayed otherwise the message **"No Data Found For Your Query Criteria**" will be shown.

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Location:ALL	State	15:ALL 💙		
Assignment Reference ID:				
			Query	lear
				~
				Add





To register an Assignment click the **Add** button.

<u>Please Note:</u> your Assignor BA Code and associated BA Abbr. Name and BA Name will be automatically populated from your log on into the system. This is a read only field.

You will then need to enter:

- Assignee Details
- Location
- Assignment Start Date

Click Save

The Assignment Registration screen will now be displayed.

Assignment Registration - A	dd - Microsoft Internet Explorer				
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Deal – Assignment – Assignment Registration - Add

A number of buttons are now available. Next to any record in "DRAFT" status there is an **M** icon. The **M** icon allows you to modify the record. This will only appear if you are the Assignor and the record is still in "DRAFT" status.

🕘 Assignment Registration - Modify - Microsoft Internet Explorer	🛛
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Assignee*1 BOB M BOB EXIT UAT M BOB EXIT UAT BA	
Location*: BACTONINT	
Assignment Start Data*1 22-Dec-2016	
Remarks*: Changed start date	
Enuo Concel	Bacat
Save Lancel	Reset

VICORV

Deal – Assignment – Assignment Registration - Modify

Next to any record in "REGISTERED" or "APPROVED" status there is a **V** icon. The **V** icon allows you to view the capacity profile details of the Assignment.

At the bottom of the screen the **Add** button is still available. In addition to this you will now see **Confirm**, **Accept**, **Withdraw** and <u>Generate Report</u> in the bottom bar. The **Accept** button allows the Assignee to accept an Assignment. If you select the radio button for a record where you are the Assignor this button will become disabled. The **Withdraw** button allows the Assignor to withdraw an Assignment before the Assignee accepts it. Once the Assignee has accepted the Assignment then this option will no longer be available. If you wish to withdraw an Assignment then select the radio button to the left of the relevant record and click on the **Withdraw** button. The record will still be visible but will now have the status "**WITHDRAWN**".

🔄 Assignment Registration - Microsoft Internet Explorer	🛛
GEMINI	Transa R
EXIT Smell Gas ? Call free on 0800 111 999	
Contract Publish Deal all calls are recorded and may be monitored	
Messages-23 User Name:XJIM2001 BA: JIM User Role: EXITOOT	~
Gemini Exit Environment:env151gm You are here : Home > Deal > Assignment > Assignment > Query	/ Deal
Assignment & Bonis traition	
BA Short Code: JIM Abbreviated BA Name: JIM EXIT UAT BA Name: JIM EXIT UAT BA	
Jacobiani zabilizi 🗙 Stabur zabilizi 🗙	
Assignment Reference ID:	
Query	Clear
Assignment Select Location Assigner Assigner Assignment Start Date Date and Time of Registration Latest Date and Time for Acceptance Latest Date and Time Approval/Rejection	Action
O 30 BACTONINT JIM BOB 27-Dec-2016 DRAFT III	A
O 29 gOOLEGLASSIND JIM BOB 01-Jul-2013 02-Nov-2012 02-Nov-2012 05-Jul-2012 APPROVED ▼ 09111/50 09126/50 16/45129 APPROVED ▼	2
28 GOOLEGLASSIND JIM 808 01-Jun-2013 WITHDRAWN WITHDRAWN To-bul-2013 10-bul-2013 10-bul-2013	
○ 25 SUTTONBRIDGEPS JIM LEP 01-0-C-2015 07:156:24 08:17:21 11:145:21 APPROVED ₩	4
	~
Add Confirm Accept Withdraw Generate Re	port

Deal – Assignment – Assignment Registration - Query



Cocal intranet

An Assignment is only visible to the Assignor when it is still in "**DRAFT**" status. In order to release this and make it available to the Assignee it needs to be confirmed. Select the radio button to the left of the relevant record and click on the **Confirm** button. The **Confirm** button allows the Assignor to confirm the assignment which will then make it available for the Assignee to accept. If you select the radio button for a record where you are the Assignee this button will become disabled.

An Assignor and Assignee can view the **Capacity Profile** by clicking the **V** icon. You will then see four tabs namely:

- Enduring Capacity that will be assigned to the Assignee.
- Annual Capacity that will be assigned to the Assignee.
- Buyback Information that overlap the Assignment date. This is for information only.
- Transfer Information that overlap the Assignment date. This is for information only.

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			And the second		-
EXIT			Smell Gas ? Call fi all calls a	ree on 0800 111 999 re recorded and may be monitored	
tract Publish Deal					
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mini Exit	Environment:env	151gm You are here : Hon	ne > Deal > Assignment > Profile - Enduri	Assignment Registration > View Capaci ng Capacity	ty D
Enduring Capacity	Annual Capacity Buybac	k Information Y Transfer	Information		
Assignment Ref	erence ID: 30	Location: B	ACTONINT	Assignment Start Date: 22-Dec-	2016
	Status: DRAFT				
Yout	have unallocated Application(s) /Re	duction(s) Notice(s) and Off	er(s) that may interact wit	h the Assignment	_
Location	Effective	Start Date	Net Aggre	gate Enduring Capacity (kWh)	
BACTONINT	22-De	c-2016		10,000	,000
BACTONINT	01-00	t-2017		10,000	,000
BACTONINT	01-00	t-2018		10,000	,000
BACTONINT	01-00	t-2019		10,000	,000
BACTONINT	01-06	t-2020		10,000	,000
BACTONINT	01-06	t-2021		10,000	,000
BACTONINT	81-06	-2022		10,000	000
BACTONINT	01-00	t-2024		10,000	,000
Note: Any Capacity that is sub	ject to Demonstration Information	could be deferred or cancell	ed. If this Capacity is defer	red or cancelled Bogiston	

Deal – Assignment Registration – View Capacity Profile – Enduring Capacity

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崔 View Capacity Profile - Annual Capa	acity - Microsoft Internet Explorer			. 🗆 🔀
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EXIT		Smell	Gas ? Call free on U800 111 999 all calls are recorded and may be monitored	
Contract Publish Deal				
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Gemini Exit	Environment:env151gm	You are here : Home > Deal >	 Assignment > Assignment Registration > View Capacity Profile - Annual Capacity 	Deal
/ Enduring Capacity Y All	Y Buyback Informa	ation Y Transter Informatio	on }	
Assignment Reference	ID: 30	Location: BACTONINT	Assignment Start Date: 22-Dec-201	6
Sta	atus: DRAFT			
	No Data Fou	nd For Your Query Criteria		~
				~
			Register Cano	el
P				

Deal – Assignment – Assignment Registration – View Capacity Profile – Annual Capacity



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tract	Publish Deal							
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min	i Exit		Environment:env	151gm Tou are here : r	Profile - Buy	back Information	stration > view capacity	D
En	during Capacity	Annual Ca	apacity Buybacl	k Information Trans	fer Information			
	Assignment Re	eference ID: Status:	30 DRAFT	Location	BACTONINT	Assignmer	nt Start Date: 22-Dec-201	16
						Allocated O	ption Contracts	^
Mo S Name	Request Window Period	Location	Sub Tender ID	Sub Tender Period	Allocated Forward Contracts(kWh)	Allocated Capacity (kWh)	Number of Unexercised Instances	4
хвв	15-Sep-2011 to 15- Sep-2011	BACTONINT	STBACTONINT000008F	01-Dec-2016 to 31-Dec- 2016	300,000			
хвв	15-Sep-2011 to 15- Sep-2011	BACTONINT	STBACTONINT000008F	01-Dec-2016 to 31-Dec- 2016	100,000			
хвв	15-Sep-2011 to 15- Sep-2011	BACTONINT	STBACTONINT000008F	01-Dec-2016 to 31-Dec- 2016	150,000			
хвв	15-Sep-2011 to 15- Sep-2011	BACTONINT	STBACTONINT000008F	01-Dec-2016 to 31-Dec- 2016	100,000			
хвв	15-Sep-2011 to 15- Sep-2011	BACTONINT	STBACTONINT000008F	01-Dec-2016 to 31-Dec- 2016	100,000			
							Can	icel

Deal – Assignment – Assignment Registration – View Capacity Profile – Buyback Information

🖉 View Capacity Profile - Transfer	Information - Microsoft In	ternet Explorer			
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Contract Publish Deal			ali	calls are recorded and may be monitored	
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	Status: DRAFT				
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Deal – Assignment – Assignment Registration – View Capacity Profile – Transfer Information

In order to release the Assignment and make it available to the Assignee click on the **Register** button on either of the first two tabs. A confirmation pop up will be displayed. To proceed, click on the **ok** button. The Assignment is now at "**REGISTERED**" status.

iew Capacity Profile - Enduri	ng Capacity - Microsoft Internet Explorer			
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ract Publish Deal				
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mini Exit	Environment:env151gm	You are here : Home > Deal > Assignm Profile -	ient > Assignment Registration > View Cap Enduring Capacity	acity D
Enduring Capacity	Appual Capacity Ruwback Informa	tion Transfor Information		
Assignment Refe	rence ID: 30	Location: BACTONINT	Assignment Start Date: 22-De	ec-2016
	Status: DRAFT			
You ha	ve unallocated Application(s) /Reduction(s) Notice(s) and Offer(s) that may interv	act with the Assignment	~
ACTONINT	Effective start bate	Net	Aggregate Endoring capacity (k with 10,00	00,000
ACTONINT	Microsoft Internet Explorer		10,0	00,000
ACTONINT			10,0	00,000
ACTONINT	This will register the Assignment and ma	ike the Capacity Profiles visible to the Assignee	e. Do you want to continue? 10,00	00,000
ACTONINT			10,0	00,000
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ACTONINT		OK Cancel	10,0	00,000
			10,0	00,000

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Deal – Assignment – Assignment Registration – View Capacity Profile – Enduring Capacity

5.4.2 Accepting an Assignment

The Navigation Path for this screen is:

Home>Deal>Assignment>Assignment Registration

The **Assignment Registration** screen will be displayed. To view the Assignment you wish to accept select the required query criteria then click on the **Query** button.

Any registered Assignments where you are the Assignor or Assignee that meet the query criteria will be displayed

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			Location:	ALL		~		Status:ALL	~			
1	\ssig	nment Refe	rence ID:									
											Query	Clear
Se	elect	Assignmen Reference ID	Loc	ation	Assignor	Assignee	Assignment Start Date	Date and Time of Registration	Latest Date and Time for Acceptance	Latest Date and Time for Approval/Rejection	Status	Action
	\circ	30	BACTONI	ΝΤ	JIM	BOB	22-Dec-2016	15-Sep-2011 17:23:13	16-Sep-2011 06:00:00	21-Sep-2011 06:00:00	REGISTERED	V
	\circ	21	GOOLEGL	ASSIND	JIM	BOB	01-Jul-2013	02-Nov-2012 09:11:50	02-Nov-2012 09:26:50	05-Jul-2012 16:45:19	APPROVED	⊻
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a 15-	Sen-2	011 17:24:35	BST								💙 Local in	atranet .

Deal – Assignment – Assignment Registration – Query



A number of buttons are now available. Next to any record in "**DRAFT**" status there is an **M** icon. Next to any record in "**REGISTERED**" or "**APPROVED**" status there is a **V** icon. At the bottom of the screen the **Add** button is available. In addition to this there are **Confirm**, **Accept**, **Withdraw** and **Generate Report**.

The **M** icon allows you to modify the record. This will only appear if you are the Assignor and the record is still in "**DRAFT**" status.

The V icon allows you to view the capacity profile details of the Assignment.

The **Confirm** button allows the Assignor to confirm the assignment which will then make it available for the Assignee to accept. If you select the radio button for a record where you are the Assignee this button will become disabled.

The **Accept** button allows the Assignee to accept an Assignment. If you select the radio button for a record where you are the Assignor this button will become disabled.

The **Withdraw** button allows the Assignor to withdraw an Assignment before the Assignee accepts it. Once the Assignee has accepted the Assignment then this option will no longer be available. If you wish to withdraw an Assignment then select the radio button to the left of the relevant record and click on the **Withdraw** button. The record will still be visible but will now have the status "**WITHDRAWN**".

Before accepting an Assignment the capacity profile can be viewed by clicking on the V icon next to the relevant record. The capacity profile screens will be displayed and you will see two tabs namely:

- Enduring Capacity and
- Annual Capacity.

Both of these are assigned to the Assignee.

Click on the Cancel button to return to the Assignment Registration screen.

In order to accept an Assignment you will need to select the radio button to the left of the relevant record and click **Accept**. A confirmation pop up will be displayed and if you wish to proceed click **OK**. Once you have done this you will see that the Assignment is now at **"ACCEPTED"** status.

<u>Please Note:</u> an Assignment needs to be accepted by the end of the same gas day as it is registered otherwise it will time out after which the system will update the status of the record to "TIMED OUT", if the Assignee has not accepted the Assignment or the Assignor has not withdrawn it. Once an Assignment has been accepted by the Assignee National Grid will process the Assignment within 4 Gas Days (unless it has been placed On Hold) and either reject or approve it. Once an Assignment is in "APPROVED" status both the Assignor and Assignee will see the Assignment reflected in their holdings and entitlement