

1.1. CP Form

<b>Change Proposal – F40/02 (Page 1 of 2)</b>	<b>CP No: 735</b> <i>(mandatory by BSCCo)</i>
<b>Title</b> <i>(mandatory by originator)</i> Formalisation of Manifest Error process	
<b>Description of Change</b> <i>(mandatory by originator)</i>  <p>The current process for resolving Manifest Errors is very informal and responses are required from Participants within strict timescales to resolve the claim where appropriate, for the respective SF Run. The process that is being used currently is very ad hoc and needs to be formalised in a similar manner to the existing Disputes process. The current process involves receipt of the claim from the Raising Party (RP) and subsequent liaison with the RP who produces a report providing the background to the claim being raised. Once this has been received it is provided to the Lead Party to enable them to comment. This process needs to take place within approximately 10WDs of the Settlement Day in question to allow for the TDC to be arranged to hear the claim. If the Manifest Error Claim is upheld then a process of liaison takes place between Performance Management, Trading Operations and the Logica Consortium. This whole process needs to be completed at least 1 Working Day prior to the scheduled SF Run which illustrates the need for a formal process.</p> <p>The Trading Disputes Committee were informed of the development asked for a BSCP to be produced to formalise the process. As can be seen by the outline of the process above there are many different organisations involved within the process. There needs to be formal timescales placed upon Participants to ensure the process is run and managed within the strict timescales of the scheduled SF Run.</p>	
<b>Proposed Solution(s)</b> <i>(mandatory by originator)</i> The creation of a new BSCP entitled Processing of Manifest Error Claims	

**Justification for Change** *(mandatory by originator)*

The process is very informal and because of the requirement to get corrected prices into the SF Run the BSCP would impose a formal timescale for responses from the affected Parties. Manifest Errors as you are no doubt aware was introduced into the Code in the final stages prior to Go – Live. There was a realisation that there was a requirement for a BSCP to support the provisions within Q7 of the Code. However there was insufficient time prior to Go – Live to implement a BSCP and subsequently with the processing of Manifest Errors to date the process has evolved into the draft BSCP that is enclosed.

In accordance with Section F3.2 of the Code this CP will negate the requirement to raise a Modification and we could resolve any Code issues via a house keeping Modification.

In terms of Section F3.2.1 no new obligations will be placed upon Participants, the BSCP will result in a formalisation of the existing Ad Hoc process.

Section F3.2.2 specifies that each Party and interested third parties shall be given reasonable chance to comment on the proposed changes. This will be achieved via consultation with NGC and furthermore a work through of the BSCP that will be an open session open to all interested.

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**MP No:**  
*(mandatory by BSCCo)*

**Other Configurable Items Potentially Affected by Proposed Solution(s)** *(optional by BSCCo)*

Possible the Service Descriptions

**Impact on Core Industry Documents** *(optional by originator)*

N/A

**Related Changes and/or Projects** *(mandatory by BSCCo)*

N/A

***Originator's Details:***

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***Date*** 23/11/01

***[BSC Panel Representative]***.....

***Organisation***.....

Attachments: N (If Yes, No. of Pages attached:.....)  
*(delete as appropriate)*