

1.1. CP Form

<b>Change Proposal – F40/01 (Page 1 of 2)</b>	<b>CP No: 748</b> <i>(mandatory by BSCCo)</i>
<b>Title</b> <i>(mandatory by originator)</i> <b>Change to BCSP 11 to enable use of email to raise disputes</b>	
<b>Description of Change</b> <i>(mandatory by originator)</i> As part of the Disputes Process Review possible areas for improvement have been assessed. One of these is the proposal to use email when raising disputes, rather than fax. This will significantly reduce the effort in producing the briefing packs for TDC members (which currently takes over a day per meeting and could be more than halved) and improves other more general administration (for example, maintaining the Disputes filing system). It will also improve speed of communications when additional copies of documents are requested, for example.  In order to implement this change BSCP11 would need minor changes.	
<b>Proposed Solution(s)</b> <i>(mandatory by originator)</i>  The following relatively minor changes to BSCP11 are needed.  <b>Section 4</b> has numerous references to “email or fax” and “Fax or an agreed electronic interface”, these would need to change to “email”. Additionally two caveats need to be added to Section 4 stating that : <ul style="list-style-type: none"> <li>• if a participant does not have email or in an emergency situation (for example, a significant IT system failure) then fax could be used and giving the fax number to use in this situation.</li> <li>• the “mailbox id” from a participant will be acceptable as an “authorised signature” (if it matches the signatory named for disputes on BSCP38) and stating that an acknowledgement will be sent by the next working day, as an added security check.</li> </ul> <b>Forms F1 to F10</b> (inclusive) and <b>F13</b> (which all give the fax number) would need to be changed to delete the fax number and add the email address (the generic disputes mailbox email address).  The ELEXON LWI will also need to be re-worded to accommodate the change.	

<b>Justification for Change</b> ( <i>mandatory by originator</i> )	
The proposed solution was presented to the TDC as paper TDC23_2 and approved by TDC.	
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<b>Other Configurable Items Potentially Affected by Proposed Solution(s)</b> ( <i>optional by BSCCo</i> )	
None	
<b>Impact on Core Industry Documents</b> ( <i>optional by originator</i> )	
None	
<b>Related Changes and/or Projects</b> ( <i>mandatory by BSCCo</i> )	
None	
<b>Originator's Details:</b>	
<b>BCA Name</b> Mark Manley	
<b>Organisation</b> ELEXON	
<b>Email Address</b> mark.manley@elexon.co.uk	
<b>Date</b> 11 <sup>th</sup> February 2002	
<b>Organisation</b> ELEXON	
Attachments: <b>No</b> (If Yes, No. of Pages attached - n/a)	