

Gas MaP Project

MPD17 – Cancellation of Operational Site Works Request

Version 3.0

Approved

3rd November 2008

Market Process Definitions

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Revision History		
Version	Date	Revision Description
2.0	26/10/2006	Base-lined on the basis of CER approval on 15/09/2006
2.9	16/09/2008	Draft for approval – baselining for go-live
3.0	03/11/2008	Base-lined on the basis of CER Approval on 17/10/2008.

1. Introduction

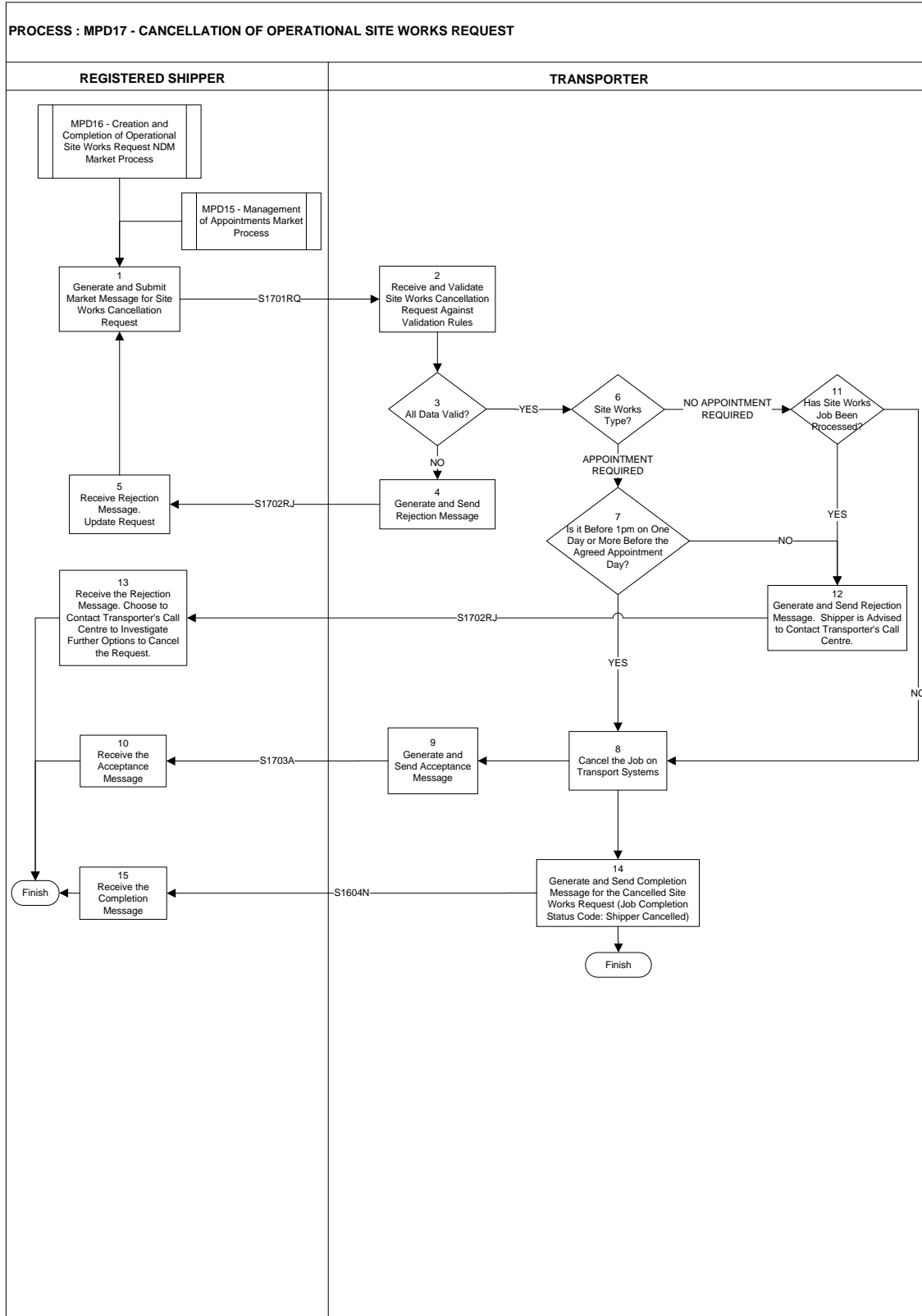
1.1 Scope

This document covers the cancellation of previously made Operational Site Works Requests by Shippers. It includes the receipt and processing of Cancellation of Operational Site Works Requests and messages for rejection, acceptance and notification of completion of the Cancellation Request.

1.2 History of Changes	
Source of Changes	Description of Change
CR021	Baselined for go-live and changes made in line with Change Request 021

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2 Market Process Map



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3 Market Process Description			
Step	Role	Actions	Interfaces
1	Shipper	<p>The Shipper generates and sends a Cancellation of Operational Site Works Request market message to the Transporter.</p> <p>The key data elements of the message will include;</p> <ul style="list-style-type: none"> ⇒ GPRN (M) ⇒ Site Works Reference Number (M) <p>The mandatory fields are indicated by (M).</p>	S1701RQ to Transporter
2,3	Transporter	<p>The Transporter receives the Cancellation of Operational Site Works Request market message from the Shipper and validates it (see section 4.1 for validation criteria).</p>	S1701RQ from Shipper
4		<p>If the Cancellation of Operational Site Works Request market message from the Shipper fails validation, the Transporter sends a rejection message to the Shipper.</p> <p>The message will include a reason why the Cancellation of Operational Site Works Request market message is invalid.</p>	S1702RJ to Shipper

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5	Shipper	The Shipper receives the rejection message from the Transporter and must modify the details before re-submitting a Cancellation of Operational Site Works Request as in Step 1.	S1702RJ from Transporter
6	Transporter	Once a Cancellation of Operational Site Works Request market message passes validation, the Transporter next determines whether the “Site Works Type” being cancelled is “Appointment Required” or “No Appointment Required”.	
7, 8, 9		<p>For “Appointment Required” Site Works Types, if the Cancellation Request is received sooner than 1pm on the Business Day before the agreed appointment date, the Transporter accepts the Cancellation of Operational Site Works Request. The Site Works job is cancelled on the Transport Systems and an S1703A Acceptance Message is issued to the Shipper.</p> <p>The key data elements of the message will include;</p> <ul style="list-style-type: none"> ⇒ GPRN (M) ⇒ Original Site Works Reference Number (M) ⇒ Site Works Appointment Reservation ID (O) ⇒ Site Works Appointment Date and Time (O) <p>The mandatory fields are indicated by (M) and (O) respectively.</p>	S1703A to Shipper

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10	Shipper	The Shipper receives the Acceptance Message from the Transporter.	S1703A from Transporter
11, 12	Transporter	<p>For “No Appointment Required” Site Works Types, the Transporter checks if the Site Works job has already been processed. If the job has been processed, a Rejection Message is generated and sent to the Shipper.</p> <p>The message will include a reason why the cancellation request is invalid.</p> <p>A Rejection Message is also generated and sent to the Shipper if the Shipper attempts to cancel an “Appointment Required” Site Works Type after 1pm on the Business Day preceding the agreed appointment date.</p> <p>If the Shipper attempts to cancel an appointment after 1pm on the Business Day preceding the agreed appointment date, the Shipper is advised to contact the Transporter’s Call Centre to attempt to cancel the appointment manually.</p>	S1702RJ to Shipper
13	Shipper	The Shipper receives the Rejection Message from the Transporter.	S1702RJ from Transporter
14	Transporter	Once the Transporter has accepted a Cancellation of Operational Site Works Request from a Shipper,	S1604N to Shipper

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		<p>the Site Works job is cancelled on the Transport System and a Completion Message for the Cancellation Operational of Site Works Request is sent to the Shipper. This will be done using an S1604N Site Works Request Completion Message (see <i>MPD16 – Creation and Completion of Operational Site Works Request Process</i>) with a status code of “Shipper Cancelled”.</p>	
15	Shipper	<p>The Shipper receives the S1604N – Operational Site Works Job Completion Notification market message (with a status code of “Shipper Cancelled”) from the Transporter. This message will also include the cancellation fee in accordance with the Operational Site Works Service Agreement.</p>	S1604N from Transporter

4 Supplementary Information

4.1 Validation Rules

The following validation criteria will apply for S1701RQ – Cancellation of Operational Site Works Request message:

- ⇒ The code in “Shipper ID” field is valid.
- ⇒ The number of digits in GPRN is valid.
- ⇒ The GPRN is registered to the “Shipper ID”.
- ⇒ The code in “Site Works Reference Number” field is valid.

4.2 Key Notes

- ⇒ When cancelling an Operational Site Works Request, the Shipper will need to reference the original Site Works Completion Request by including the “Site Works Reference Number”.
- ⇒ Shippers will have the option of including their own reference number on market messages sent to the Transporter. The Transporter will quote this reference number back to the Shipper as part of all market messages sent to the Shipper, outlined in this market process document.
- ⇒ If a “No Appointment Required” type of Site Works activity has progressed to allocation status, the request cannot be cancelled through market messaging. Depending on the timing of the cancellation request, it may be possible to manually cancel the Operational Siteworks Request via the Transporter’s Call Centre.
- ⇒ If the Shipper wants to cancel “Appointment Required” type of Operational Site Works Request, the Shipper must send the Operational Site Works Request Cancellation Request market message (S1701RQ) before 1pm on one Business Day or more before the agreed appointment date.
- ⇒ If the Shipper attempts to cancel an appointment after 1pm on the Business Day preceding the agreed appointment date, the Shipper is advised to contact the Transporter’s Call Centre to attempt to cancel the appointment manually.

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- ⇒ If the Transporter needs to cancel an accepted Operational Site Works Request that was created as outlined in MPD16 – Creation and Completion of Operational Site Works Request NDM market process, due to operational reasons, the Transporter will contact the end-user directly and re-schedule the appointment. The Transporter will inform the Shipper via an Appointment Re-Scheduling Notification market message (S1501N). *Please refer to MPD15 – Management of Appointments Process* for more information.
- ⇒ Activities cancelled outside a minimum notice period will incur a cancellation charge. Requests must be cancelled before 1pm on the Business Day prior to the appointment day. If not cancelled by 1pm on the previous Business Day, a charge will be applied to the Shipper.