

## Common Network Operation Tools

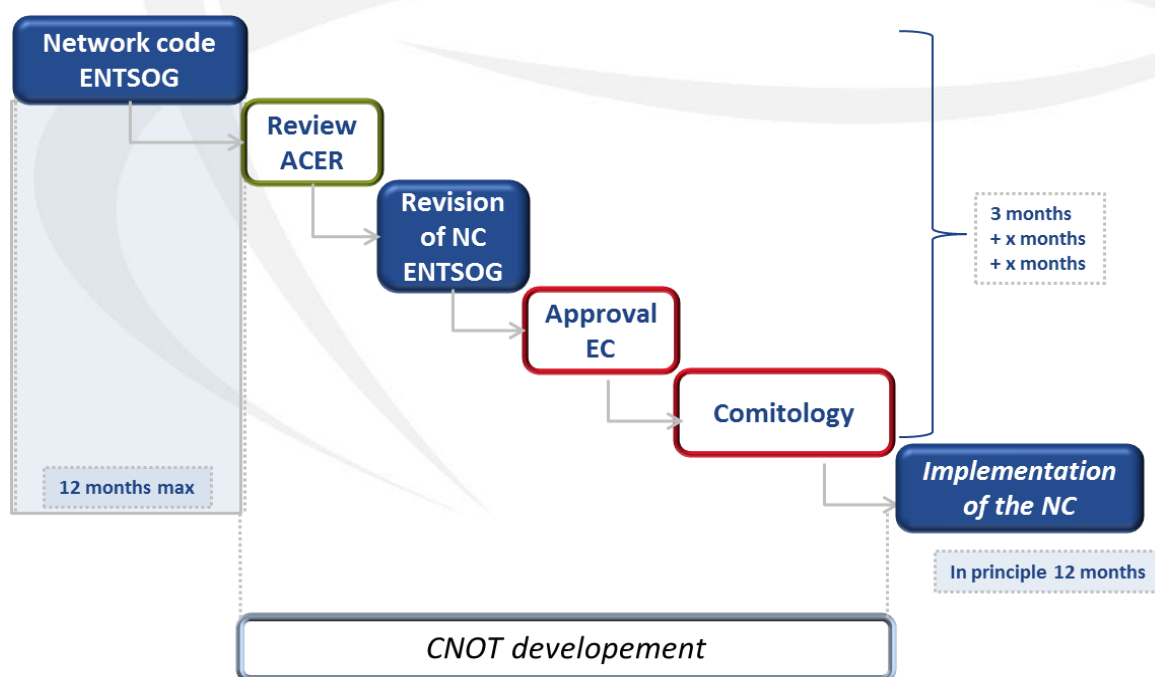
### Process for the development of data exchanges

#### 1. Background

As a result from the stakeholders' consultation process, the draft NC on interoperability and data exchange rules assign ENTSOG the task of preparing **common network operation tools (CNOTs)** wherever data exchange requirements are identified within the developed network codes. For each identified data exchange requirement, the CNOTs will include a business requirement specification (BRS) and a technical implementation guideline (IG).

This ENTSOG document outlines rules for managing the development of CNOT projects including indications of key deliverables, general milestones and the requirement for CNOT project plan.

The timescale for developing the CNOT for relevant NCs is very tight as CNOT shall be available before relevant NC implementation starts (as shown on the picture below) and may have a big impact on TSOs as well as stakeholders.



An intensive and well-organised interaction with all stakeholders is therefore essential to develop a CNOT that is consistent for all and meets the objective of facilitating efficient harmonisation of cross-border trade and the development of an integrated European market for gas. To meet this challenge it is vital to have a robust, inclusive and transparent process that ensures the elaboration of a well-considered and developed CNOT.

The primary purpose of this document is to explain the key milestones of the development process and to ensure the necessary participation and commitment from involved parties. The document therefore describes the major steps in the process and the interaction with wider stakeholders.

The main documents supporting the development of CNOTs are published on the ENTSOG website: [www.entso-g.eu](http://www.entso-g.eu) under relevant sections.

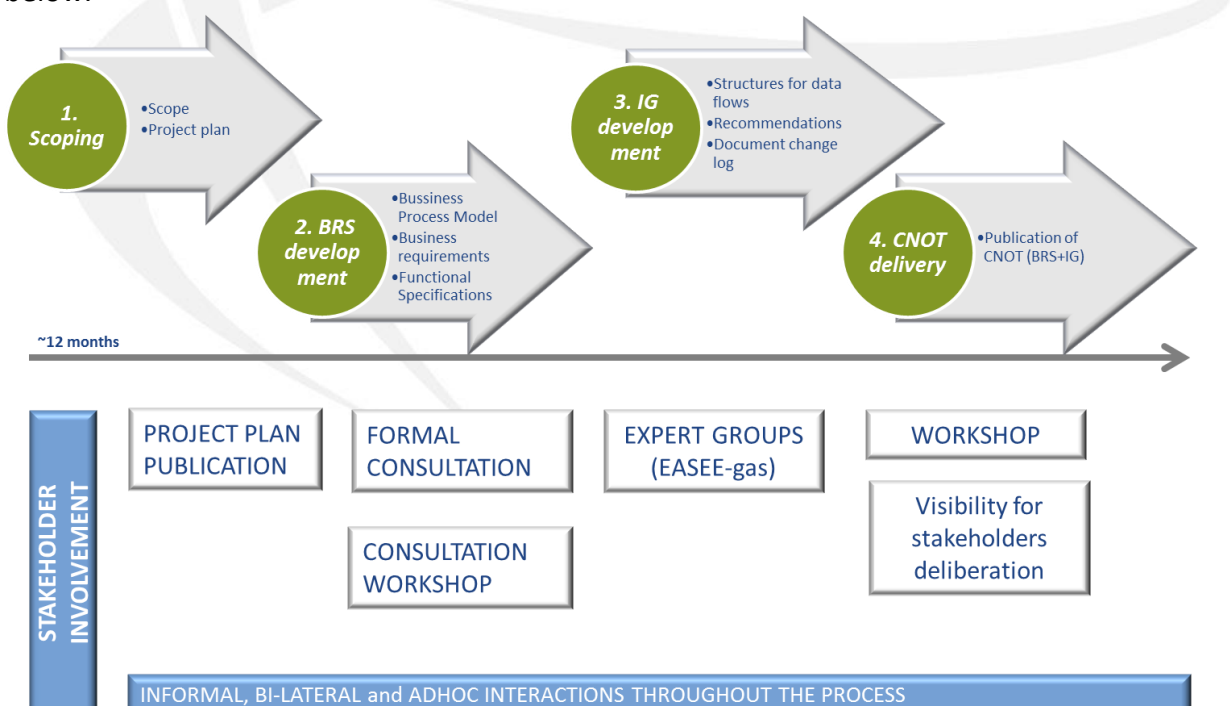
## 2. Objective

The objective of the project of defining the CNOT process is to make clear rules for CNOT development process in order to make relevant documents available, based on stakeholders' involvement when the specific data exchange requirements for the relevant NCs have to be implemented.

## 3. Process and responsibilities

### 3.1. Process description

The dedicated CNOT development period is divided into different phases as illustrated below.



### 3.1.1. Scoping

Scoping part shall be managed by ENTSOG. It shall be based on the relevant NCs needs. The scoping phase shall start as soon as the relevant NC has been submitted to ACER. ENTSOG shall define a detailed scope for the topics to be covered and a project plan and publish it on its website. ENTSOG shall set up dedicated Task Force to deliver the CNOT.

#### Key Deliverables:

- Scope
- Project Plan
- BRS Task Force
- Publication of scope and project plan

#### **Stakeholder involvement**

Stakeholders will be informed about upcoming project for new CNOT(s). Project plan including scope will be published on ENTSOG's website.

### 3.1.2. BRS development

BRS development part shall be managed by ENTSOG. The BRS shall be based on the scope and shall be in line with existing NCs. BRS include:

- 1) Describing the Business Process Model (defining Actors, Systems, Use Case Diagram)
- 2) Development of business requirements (textual clarification of the specific requirements and acknowledgement process)
- 3) Functional Specification (Sequence & Workflow Diagrams)
- 4) Information model (identify the required business information for every data flow)

#### Key Deliverables

- BRS
- Public Consultation report

#### **Stakeholder involvement**

Stakeholders will be formally consulted on the BRS. Consultation will be organised by ENTSOG and the results will be taken into consideration for the final BRS. Interactive stakeholders' sessions shall be organised.

### 3.1.3. Implementation Guidelines Development

IG development part shall be developed by Expert Group, including development of the detailed structures for every data flows based on Edig@s-XML or equivalent.

Implementation Guidelines include:

- 1) Definition of the detailed structures for every data flow (Edig@s-XML or equivalent)

- 2) Definition of implementation requirements
- 3) Updating of document change log
- 4) Supporting documents

#### Key Deliverables

- Implementation Guidelines

#### **Stakeholder involvement**

IG shall be presented during Information stakeholders' session.

##### 3.1.4. CNOT delivery

This phase is aiming at delivering of the final CNOT agreed by TSOs and stakeholders.

#### Key Deliverables:

- Final CNOT

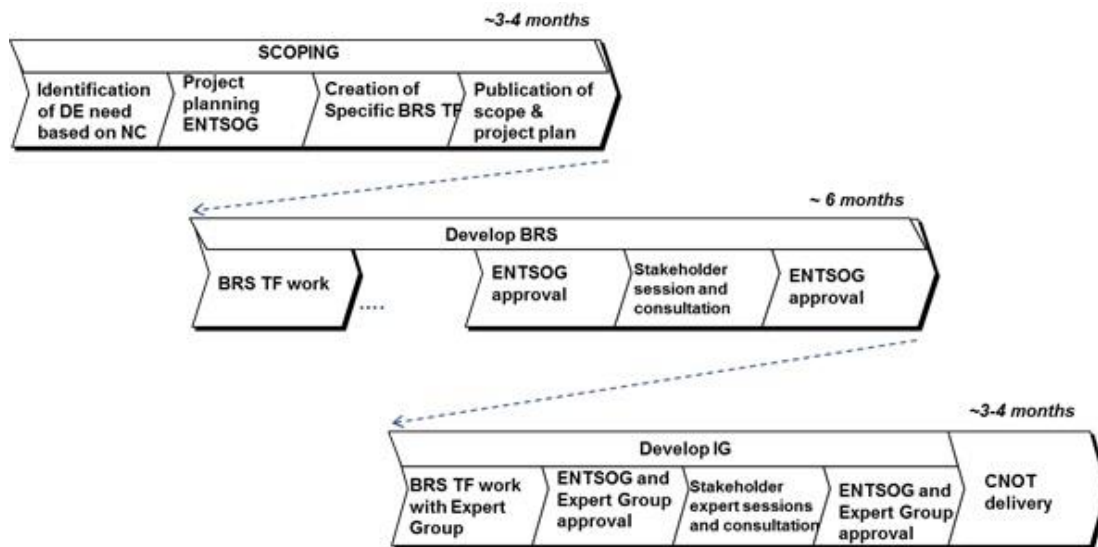
Final CNOT will be published on ENTSOG website.

#### 3.2. *Planning and resources*

The development of a BRS project for a particular network code is supposed to take approximately twelve months<sup>1</sup> in total, with the exact dates to be set out in each individual project plan depending on the scope of the project. The diagram below show the indicative time needed for each phase and the necessary steps.

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<sup>1</sup> This can only be indicative. The timeline can only be accurately accessed once the scoping and complexity of a particular project are ascertained.



In assigning responsibilities, the key aim is to ensure the correct set of skills for the project. CNOT project development requires expertise in experience obtained from the development of each NC (especially during BRS development), and in operational and technical matters that will enable successful implementation. Moreover there might be a need for expertise in the message development provided by external experts during the phase of Implementation Guidelines development.

#### 4. Governance of future changes

The documents issued by ENSOG may require changes for reasons such as:

- > Development of new network codes;
- > Amendments to adopted network codes;
- > To address identified errors;
- > To make improvements in light of experience with the solutions developed;
- > To take into account developments or evolutions in technology.

Changes can be proposed to the BRS Document by ENSOG members or by any stakeholder. A stakeholder must include in any change control request an explanation of the motivation for the request. A change request should be made using a standardised form which will be published on ENSOG's website. All the changes shall be govern and managed by ENSOG. In case the change is not accepted, ENSOG shall motivate and inform the requesting party accordingly.

#### 5. Document management and publication

The officially validated documents are published on ENSOG website.

New releases shall contain the history log containing the change history log referred to the previous release.

Stakeholders' involvement both during the interactive design phase and the formal consultation phase secures the openness of the process. Other means of assuring a transparent process consist of comprehensive publication of all discussed and developed material throughout the process.

ENTSOG will continue to extensively make use of its website to make available all CNOT relevant material, at the following location: <http://www.entsog.eu/>.

The website is structured according to the different phases of the process, all documents remaining available at all times, but the most relevant ones at a given point in time being put forward.

## 6. Questions for Consultation

1. Does the document for the development process of Common Network Operation Tools for data exchanges provide sufficient basis for stakeholder involvement? If no please propose any improvements.
2. Do you agree with the proposed development phases of the CNOT and with the expected deliverables? If not please propose any improvements.
3. Do you agree with the section describing the governance of the future changes of BRS? If not please propose any improvements.
4. Do you agree with the section describing document management and publication? If not please propose any improvements.

**Responses should be sent to [monika.kaldonek@entsog.eu](mailto:monika.kaldonek@entsog.eu) and [jef.dekeyser@entsog.eu](mailto:jef.dekeyser@entsog.eu) no later than 14 March 2014.**

We are looking forward to hearing from you and to working together with you during the Common Network Operation Tools development process.