nationalgridESO

How can I get involved in the code change process?

Your guide to how

This document provides you with an overview of how you can get involved in the change process for our frameworks*;

If you are new to the process and don't know where to start this is the document for you!

There are a range of ways to engage with the code change process that offers you choice depending on how much time you have and how actively you want to contribute to the change process. The options are shown in two sections depending on their primary purpose:

- To keep up to date with change and understand what the changes mean for you
- To actively contribute to the change process, collaborate with others to develop solutions and deliver improvements to our frameworks

Keep up to date with change		
Role	What does it involve?	How
Code specific distribution list *Be added to code specific distribution lists that will keep you up to date with all changes across that code – consultation releases, implementation notifications, workgroup member requests and much more*	Being added to our distribution list(s). We have one for each of our frameworks: • CUSC • Grid Code • STC • SQSS	Get in touch with us and we can add you straight away! CUSC cusc.team@nationalgrideso.com Grid Code grid.code@nationalgrideso.com STC STCTeam@nationalgrideso.com SQSS SQSS@nationalgrideso.com
Receive correspondence regarding a specific change *Receive all of the paperwork that the Workgroup members do*	Want to keep up to date with what is happening within a Workgroup but you don't have the time to attend meetings then this is a great option for you. We will ensure you receive information – papers; next steps; summaries of meetings etc. and you are also free to send us any issues that we can present to the Workgroup on your behalf	Email the respective email address for further details; CUSC cusc.team@nationalgrideso.com Grid Code grid.code@nationalgrideso.com STC STCTeam@nationalgrideso.com

		SQSS SQSS@nationalgrideso.com
Read our Workgroup meeting summaries – NEW! *After each Workgroup meeting we now produce a summary of the key discussion areas, next steps and actions taken*	Reading the summary produced. This is a great way to keep up to date with what has happened in each meeting and the next steps	These can be located on our website, in the meeting date calendar area and in the change area under the 'Workgroup meeting summaries'
Track modification updates online *Track and keep up to date with the stage gates of the change process*	View updates to stage gates in the change process following each Panel meeting	The modification tracker can be located on our codes home page: www.nationalgrideso.com/codes
Observer on a Workgroup *A person who attends and speaks when invited to do so*	You are welcome to become and observer of any of our Workgroup meetings You can attend as many or as little as you would like to and are welcome to join in person or by phone	Email the respective address for further details; CUSC cusc.team@nationalgrideso.com Grid Code grid.code@nationalgrideso.com STC STCTeam@nationalgrideso.com SQSS SQSS@nationalgrideso.com
Observe Panel meetings *A person who attends a Panel meeting and speaks when invited to do so by the Panel Chair*	Attend or phone into in to our Panel meetings to hear decisions being made	Email the respective address for further details; CUSC cusc.team@nationalgrideso.com Grid Code grid.code@nationalgrideso.com STC STCTeam@nationalgrideso.com SQSS SQSS@nationalgrideso.com

Contribute to the change process

Role	What does it involve?	How
Proposer *The person who suggests a change is needed to one of our codes*	Present at the relevant forum to seek feedback ahead of formally raising a change Presenting at the relevant Panel for the code that you are suggesting that a change is made Attend Workgroup meetings for the change	Speak to us to find out the key dates for our forums, Panel meetings and when paperwork will be required Our proposal forms can be located on the National Grid ESO website here. In addition, an overview of the Governance process can be found here.

		Our forum information can be located by clicking below: Grid Code CUSC
Workgroup member *A member of Industry likely to be affected by the change proposed and wants to help form a solution*	Workgroups meet around once a month to discuss the change that is being proposed Engagement and contribution to the meetings and development of the proposed change You can join by phone or in person	To become a Workgroup member, you will need to fill in a nomination form which can be located on our website You will need to be nominated by someone on who is a User of our system. If you cannot source a nomination, please get in touch with us by emailing us at the following email addresses; CUSC cusc.team@nationalgrideso.com Grid Code grid.code@nationalgrideso.com STC STCTeam@nationalgrideso.com SQSS SQSS@nationalgrideso.com
Respond to consultations *We will carry out at least one consultation as part of the change process.*	Answering questions about the proposed change; **Workgroup Consultation;** • Help form the solution to the issue identified • You can raise another solution for the Workgroup to consider **Code Administrator Consultation;** • Give your view on whether the change or any alternative change suggested is better than what is in the code today Your view will form part of the final change report that will be submitted to the Panel	On our website you can locate the specific response proforma in the relevant modification area You can receive notification on when changes are at consultation stage by subscribing to our email notifications (please see how to subscribe to our distribution lists above)
Become a Panel member *For each of our codes we hold elections for specific seats every two years.*	• Reviewing change proposals and deciding on what governance route they should follow • Make recommendations to the Authority (Ofgem) on whether changes should be implemented • Make decisions on whether to make non-material changes to the codes • Prioritise changes for the codes	Election information will be published on our website and sent to our distribution lists (please see how to subscribe to our distribution lists above)

If you have any questions about the change process or anything you have read here then please do not hesitate to get in touch – we want the process be as easy to understand as possible and would love for you to be involved!

* The Connection and Use of System Code (CUSC), Grid Code, System Operator Transmission Owner Code (STC) and the Security and Quality of Supply Standard (SQSS)