

Metering Communication Work Group –Work Plan (4)

Activity	Meeting #	Meeting Date	Key Dates / Status	Responsibility
Agree intention of group, Terms of Reference and Work Plan	1	17.05.11		Workgroup
Identify flows required, to cover communication between iGTs and Shippers for metering point information held on a transporter's network	1	17.05.11		Workgroup
Agree those flows in terms of structure and format	2	14.06.2011		Workgroup
Discuss the rules and guidelines around the flows	3	01.07.2011		Workgroup
Review Sample files and MOC status of data items	4	04.08.2011		Workgroup
Agree Pack ready for technical team, including rules and guidelines	5	02.09.2011		Workgroup
Discuss PEMs Process	5	02.09.2011		
Review Technical teams comments as fed to Work group Representatives	5	02.09.2011		
Technical Team Meeting to discuss system processes	6	20.10.11		Workgroup
Finalise PEMs process	7	TBC		
Circulate flows, rules and guidelines to wider group for comments				
Amend flows, rules and guidelines in line with comments				Workgroup
Circulate				Workgroup
Build into ancillary document and changes to code				
Draft Modification proposal				
Circulate Modification Proposal to iGT/Shipper Workgroup members for comment				

Amend Modification Proposal to incorporate comments				
Submit Modification Proposal to Mod Panel for consultation				