

Metering Communication Work Group –Work Plan (Updated 7th February 2012)

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		TBC		
Circulate flows, rules and guidelines to wider group for comments	6	20.10.11		
Amend flows, rules and guidelines in line with comments	6	20.10.11		Workgroup
Circulate	7	09.01.2012		Workgroup
Feedback comments for Ancillary document and changes to code	7	09.01.2012		Workgroup
Feedback comments for Questions paper	7	09.01.2012		Workgroup
Agree Final Ancillary Document	9	21.02.12		Workgroup
Agree Draft Modification Proposal	9	21.02.12		Workgroup
PEMS session	10	March 2012		Workgroup