

## Metering Communication Work Group –Work Plan (Updated 24<sup>th</sup> April 2012)

Activity	Meeting	Meeting Date	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
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
Review Final Ancillary Document	8	21.02.12	Workgroup
Review Draft Modification Proposal	8	21.02.12	Workgroup
Discuss File Change process	9	20.04.12	Workgroup
Agree Final Communications Document and Title	9	20.04.12	Workgroup
Agree Final Modification Proposal	9	20.04.12	Workgroup
PEMS session	10	08.05.12	Workgroup