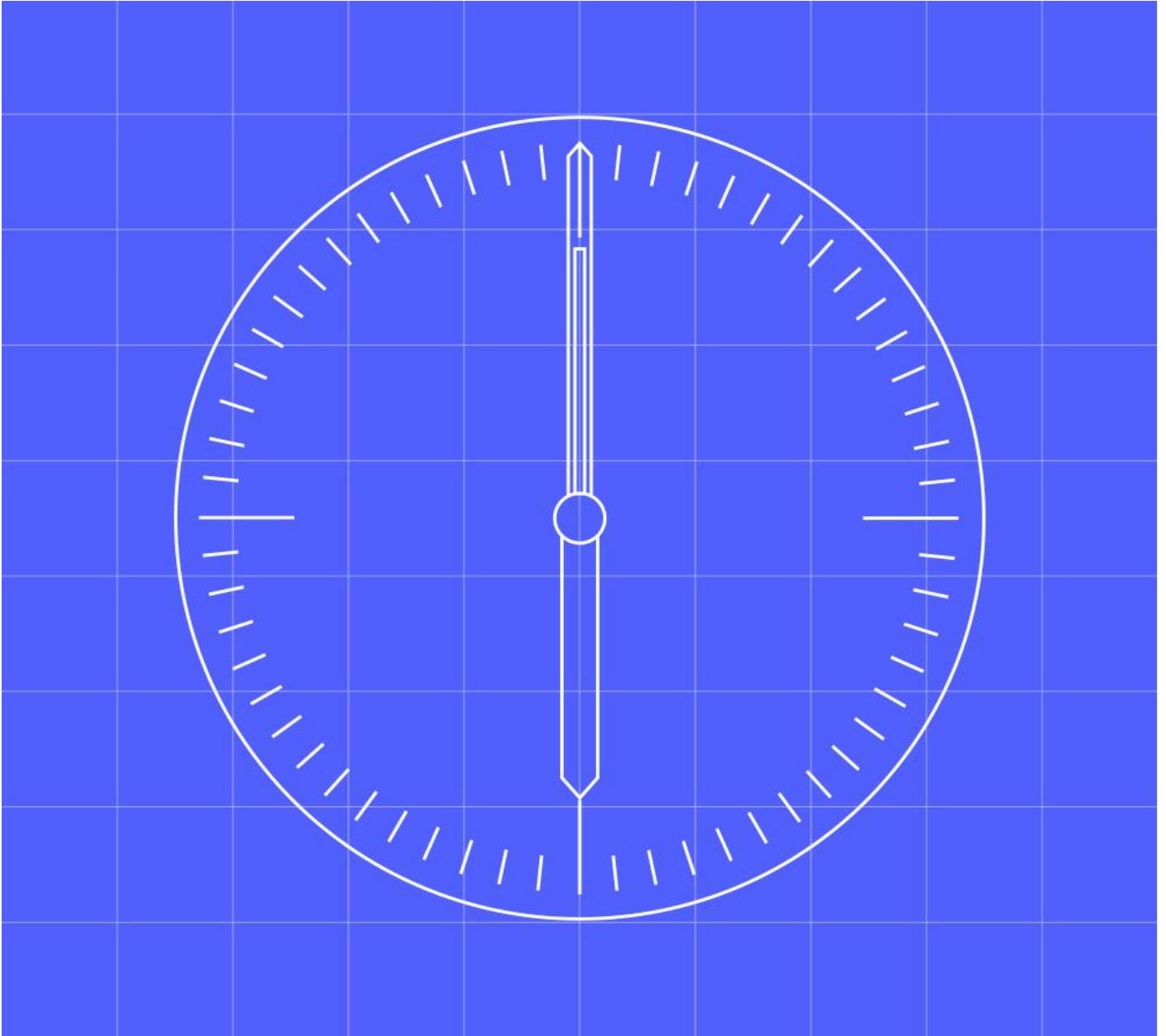


Pre-Qualification Submission Worked Example



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2 House Keeping

2.1 Change Record

Date	Author	Version	Change Detail
18 November 2023	BSCCo and REC Code Manager	0.1	First draft
08 January 2024	BSCCo and REC Code Manager	0.2	Second draft. Questions added based on Migration Control Centre feedback to support migration planning. Clarification added based on Programme Participant feedback.
05 February 2024	BSCCo and REC Code Manager	1.0	Published for Programme Participants to use.

2.2 Linked Documents

Reference	Document Link	Version	Published Date	Additional Information
MHHS-DEL1118	Qualification Approach and Plan	1.1	Draft for Consultation issued on 31 January 2024	The document will be published once approved by QAG and the BSC and REC PABs.
MHHS-DEL1064	MHHS Placing Reliance Policy	1.0	27 April 2023	
MHHS-DEL1050	MHHS PIT RTTM Template	1.0		This document is under review and expected to be updated with the next iteration of the PIT Guidance document.

3 Executive Summary

Please note, this is a worked example prepared by Code Bodies to support Programme Participants in completing their Pre-Qualification Submission. As the approach to prepare for operating in the MHHS arrangements will differ for each participant, please ensure you provide the right level of detail for your organisation. All Market Participant, to whom the Pre-Qualification Submission applies, are encouraged to contact the Code Bodies in advance of the submission deadline if they wish to clarify how this document should be completed within their organisation's context. In addition to this worked example, Code Bodies will also publish an FAQ document following the webinar on 07 March 2024, which will serve as a useful guide to participants completing this document.

All Suppliers and Agents, and new entrant LDSOs (who will enter the market after M10) opting for the non-SIT route for MHHS Qualification must complete this document and submit it for Code Bodies' review from 05 February 2024 but no later than 26 April 2024. New entrants that wish to enter the market ahead of M14, but are not in a position to provide a Pre-Qualification Submission by 26 April 2024, should discuss this as part of their market entry arrangements with Code Bodies.

The information provided herein will be used to determine the validity of your proposal for Qualification Testing (QT) and allocate the most suitable QT Wave.

As set out in the Qualification Approach and Plan v1.1, the following Waves are planned for QT:

Wave #	Initial QAD submission window	QT Execution Window	QAD Sign-off deadline
Wave 1	14/10/2024 to 20/12/2024	03/02/2025 to 13/06/2025	31/07/2025
Wave 2	18/11/2024 to 21/02/2025	01/04/2025 to 08/08/2025	30/09/2025
Wave 3	20/01/2025 to 18/04/2025	02/06/2025 to 10/10/2025	21/11/2025
Wave 4	17/03/2025 to 20/06/2025	01/08/2025 to 13/12/2025	30/01/2026

Please refer to MHHS-DEL1118 Qualification Approach and Plan (Appendix C) for further detail on the QT Wave timelines.

Please direct any questions on this template and provide your submissions to MHHSQualification@elexon.co.uk.

The MHHS Programme may use information submitted within the Pre-Qualification Submission to evaluate Programme Participant readiness.

4 Pre-Qualification Submission Template

4.1 General Information

In this section, please provide information about your organisation, the MPIDs that you do/do not expect to MHHS Qualify and contact details. This section also requests confirmation of the accuracy and completeness of this submission.

4.1.1 Details of the organisation submitting this form

Name as per Companies House	Cogram Energy Limited	
Company Registration Number as per Companies House	12345678	
List of MPIDs (with Role Code) as per MDD that you hold qualifications for	Supplier	COGR MATT

<p>List of MPIDs (with Role Code) that you wish to apply for MHHS Qualification</p> <p>NB: If you are a new entrant that is not currently operating, please state this and list your preferred MPID against the role(s) you are intending to MHHS Qualify against. Please note while we will endeavour to grant you your preferred MPID, this will be subject to availability.</p>	MEM	
	Data Aggregator	
	Data Collector	
	Supplier	COGR
	Smart MEM	
	Advanced MEM	
	Smart Data Service	
	Advanced Data Service	
	Unmetered Data Service	
<p>Details of existing MPIDs (with Role Code) you are not taking forward for MHHS Qualification with associated rationale. Please provide indicative dates for any MPIDs you intend to exit from the market.</p>	DNO / Registration Service / UMSO	
	MATT	We are consolidating our portfolio into a single MPID (COGR). We expect to complete this activity by December 2023. We will contact the Code Bodies in Q4 2023 to initiate the market exit process for this MPID.
<p>Key Contact (Name, Role and Email)</p>	Matt Cogram Jnr, Operations Manager, matt@cogram.co.uk	
<p>Please confirm that all information submitted within this form is complete and accurate.</p>	Yes	
<p>Submission date</p>	7 th March 2024	

4.2 MHHS Qualification Approach and Plan

In this section, please provide details of your approach to MHHS Qualification including your expected PIT exit timeline and preferred Qualification Wave.

Note – Programme Participant must submit their PIT Approach and Plan as supporting evidence for this section to allow Code Bodies early visibility and reduce the risk of parties needing to undertake additional unplanned PIT activities ahead of starting QT.

4.2.1 Qualification Approach

<p>Please list the name(s) and role(s) of individual(s) responsible and accountable within your organisation for delivering your MHHS Qualification plan.</p>	<p><i>Please detail the relevant Company Director within your organisation, who will sign off-off your MHHS Qualification Assessment Document on behalf of the company. Please also provide details of any other senior stakeholders accountable for the delivery and oversight of your MHHS implementation as relevant.</i></p> <p>Matthew Cogram Snr, CEO – ultimately accountable and will sign off the QAD.</p>
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	<p>Sarah Kennedy, Operations Director – accountable for ensuring processes are embedded and resources trained to operate within the MHHS arrangements in compliance with the Code.</p> <p>Jo Bloggs, Tech Solutions Director – accountable for delivering technical changes in line with MHHS Design.</p>
<p>What senior management level oversight is there on your MHHS Qualification plan, and how will progress against this plan be monitored?</p>	<p><i>Please provide details around how risk is kept under review, including triggers, threat sources and the frequency of reviews.</i></p> <p>We maintain close communication and accountability through weekly meetings attended by the CEO and the Operations Director. These meetings serve as a platform to review and ensure adherence to the Qualification Project Plan including key risks and mitigations. Progress against the plan is closely monitored during these sessions, allowing for real-time adjustments and strategic decisions to be made as needed.</p>
<p>Have you identified all of the items (procedures, instructions, applications etc.) that are impacted by MHHS and if not, how and when do you intend to do this</p>	<p><i>Please detail how you have planned to meet the resource (including IT infrastructure, IT systems, staff at all levels/functions, etc.) requirements to operate changes delivered by MHHS Programme.</i></p> <p>We have reviewed the MHHS Design documents and identified several impacts to our existing systems and processes.</p> <p>We are working closely with our IT systems provider to implement system changes required to deliver our MHHS requirements. The design and build phase is now complete and we are expecting our PIT to be complete by 11 October 2024.</p> <p>We are currently reviewing all internal documentation to verify that the new MHHS requirements are adequately covered within our standard operating procedures.</p> <p>We are planning to conduct a gap analysis to ensure that all discrepancies between current processes and those affected by MHHS have been addressed.</p> <p>We are creating further documentation for training purposes to ensure that all colleagues are adequately trained in the new MHHS processes.</p>
<p>Please provide details of your change management approach including your engagement with the MHHS design change activities and your approach to release management that you will apply during and after PIT, through QT and into live operation.</p>	<p><i>Please detail how your change management process works including how risk around change is identified and assessed. If you utilise any industry standard change management framework, please detail that here.</i></p> <p><i>Please also describe how you will incorporate MHHS Design Interim Releases through PIT and QT.</i></p> <p>Cogram Energy Limited's Change Management process is aligned to PRINCE2 methodology and includes the following steps:</p>



All changes delivered as part of the MHHS Programme are governed by our change committee chaired by the Cogram Energy Limited Operations Director. They are responsible for assessing the change requirements to determine the scope and ensure an appropriate plan is in place for delivery. The committee meets monthly and tracks progress against the plan alongside KPIs, risks and controls. The change committee review and approve all change requests prior to design and build commencing. Our quality assurance process ensures systems are developed and maintained to meet the required quality standards and business requirements, and are compliant with regulations. After all testing is complete, the change committee approve Go/No-go before deployment. In line with best practice, we operate heightened monitoring during early life to allow quick identification and remediation of potential issues.

For MHHS delivery, all design releases from the programme are assessed to determine impacts on our systems. Where required, plans are re-baselined to accommodate additional build and testing requirements. The Change Committee remain accountable for delivery.

Are you currently aware of any planned changes to your systems or processes (that may impact interfaces with the DIP and / or other Market Participants) that will take effect after you have completed MHHS PIT and may impact your ability to meet MHHS requirements?

If yes, please provide details of the expected changes and the associated timescales.

We currently do not have any plans to make any further changes. All business change requests are assessed for MHHS impact and therefore, where any impacts are identified, we will consult the Code Bodies to assess how it may impact our Qualification requirements.

Please confirm that you have submitted your PIT Approach and Plan as supporting evidence to your PQS.

Yes

Please confirm if you are using the exemption from UMS requirements for MHHS Qualification. (this question applies to Suppliers only).

Yes

4.2.2 PIT Timelines

<p>Please confirm whether you have started PIT execution, and if not when you intend to start.</p>	<p>Yes</p>
<p>What management processes do you intend to use to ensure that the change(s) to your systems and processes have been effectively tested during PIT</p>	<p><i>Please detail your overall approach to testing, including clear responsibilities for each element, acceptance criteria, Go/No-go decision and how regression testing should occur. Please also provide a copy of your PIT Approach and Plan for Code Body review.</i></p> <p>Our MHHS Programme Test Manager is accountable for creating and executing thorough test strategies and plans that align with the organisation's needs. The test strategy for MHHS delivery is documented within our PIT Approach and Plan, which is aligned to the MHHS PIT Guidance and sets out the scope, approach, roles and responsibilities, defect management process and acceptance criteria for PIT. This document was approved by our Change Committee and the Cogam Energy Limited Board on 01 January 2024 and is subject to quarterly review. Please see attached COGDOC123 which is the latest version of our PIT Approach and Plan in use. The test plans are reviewed at the monthly Change Committee meeting to ensure there is sufficient coverage of risks monitored by the Change Committee.</p>
<p>Please confirm you are using the PIT RTTM Template produced by MHHS Programme (MHHS-DEL1050).</p> <p>If not, please ensure all information required within the template is available in your PIT RTTM submission.</p> <p>Note: PIT RTTM Template MHHS-DEL1050 is subject to review. Please ensure you use the updated copy of the PIT RTTM Template, to be released imminently, with the next iteration of the PIT Guidance.</p>	<p>Yes</p>
<p>Please confirm your expected PIT completion date.</p> <p>Please detail any risk associated with achieving this date, and mitigating controls you have planned in section 4.6 of this document.</p>	<p>15th December 2024</p>
<p>What percentage of planned PIT scope has been successfully completed at the point of this submission?</p>	<p>0%</p>

4.2.3 Qualification Wave Allocation

	<p>Wave 1</p>	<p>1st preference</p>
	<p>Wave 2</p>	<p>2nd preference</p>

<p>Please provide your 1st and 2nd Qualification Wave allocation preferences?</p> <p>NB: Please refer to table in section 3 for indicative dates.</p> <p>Please confirm by when you are targeting to start MHHS Migration.</p> <p>Responses to this section should consider the MHHS Programme Plan which states that 30 September 2025 is the earliest migration start date for Non-SIT participants.</p>	<p>Wave 3</p> <p>Wave 4</p>	<p>01 October 2025</p>
<p>Please provide the contact details of key personnel coordinating migration activity.</p> <p>These details will be shared with the MHHS Programme Migration Control Centre.</p>	<p>Matt Cogram Jnr, Operations Manager, matt@cogram.co.uk</p>	
<p>Please confirm whether you have entered into commercial arrangements with Supplier Agents to work with under MHHS arrangements (this question applies to Suppliers only).</p>	<p>No, however, we have shortlisted 3 preferred Agent organisations and expect to have a decision by September 2024.</p>	
<p>Where you have entered into commercial arrangements with Supplier Agents for MHHS, please list their organisation name and confirm their expected PIT exit date (this question applies to Suppliers only).</p>	<p><i>Please provide the details of all Supplier Agents you intend on using. This should cover Data Service and Meter Services for all market segments you intend to operate. Please include relevant information, such as the Supplier Agent MPID.</i></p> <p>N/A - still under negotiation.</p>	
<p>Has Supplier Agent readiness been factored into the target migration date listed above? (This question applies to Suppliers only).</p>	<p>Yes, we are factoring the Agent's ability to be ready to support MHHS migration from 01 October 2025 into the procurement process.</p>	
<p>Please provide any further information you believe Code Bodies should consider when determining your Qualification Wave allocation.</p>	<p>In this section please highlight the information you would like the Code Bodies to consider for the Risk of Large Suppliers not having enough time for migration.</p> <p>Risk of other Suppliers placing reliance not being able to complete M14 if this supplier goes to a late wave.</p> <p>Risk of my agent not being in same or earlier wave, which delays the migration start.</p> <p>I am expecting to place full reliance on someone who did testing in SIT/earlier QT wave so I can proceed at pace.</p>	

4.3 System Architecture

In this section, please provide your system and software architecture diagram, accompanied by an overview in writing, clearly identifying:

- details of where and how the system/software is hosted,
- the business features to meet MHHS requirements delivered by each component,
- where you are requesting to adopt MHHS-DEL1064 MHHS Placing Reliance Policy, the degree of commonality of the software and its equivalent configuration between the organisation placing reliance and organisation completing the testing,
- where a Third Party is completing 'testing on behalf of' your organisation, please specify which components and interfaces are provided by that Third Party, and
- please set out boundary lines to show the areas of responsibility between your organisation and any Third Party for both the systems and operations.

Please insert the system and software architecture diagram here:

Please provide your System Architecture Diagram for your live environment, along with a written statement addressing the points listed above:

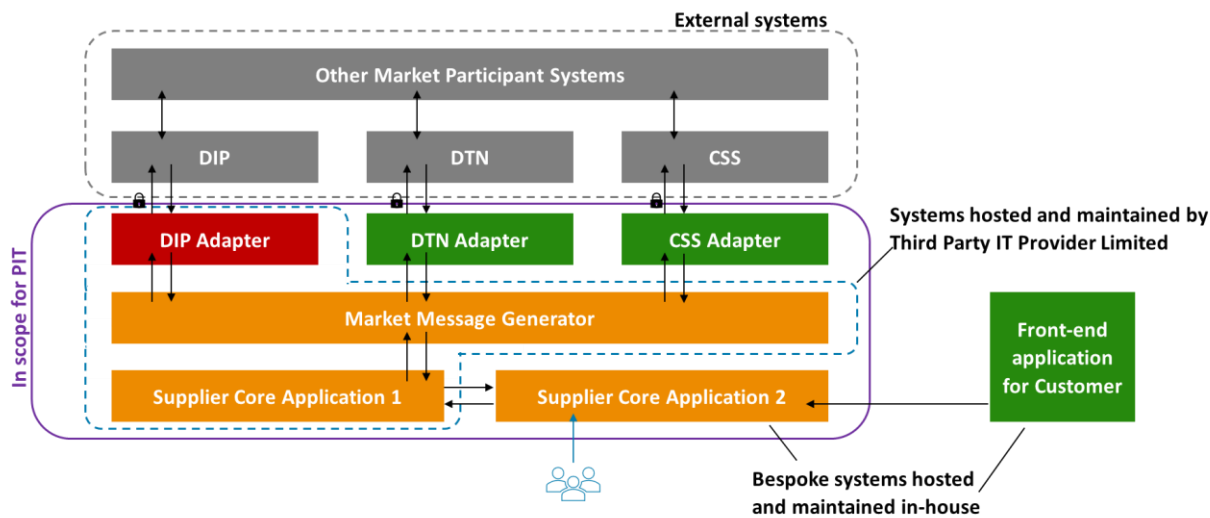
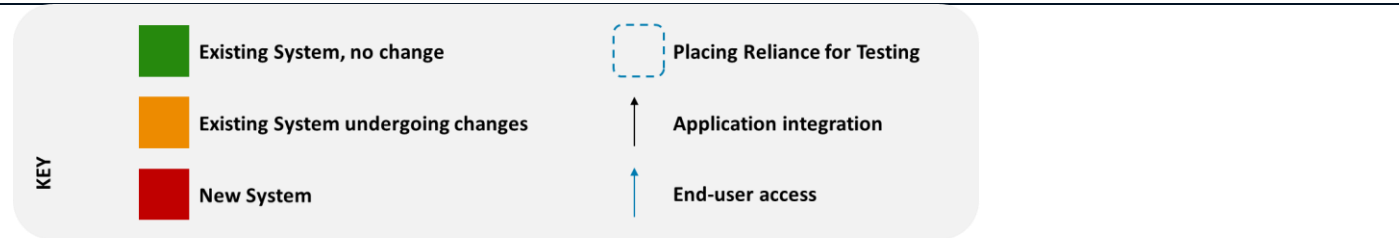
Please provide sufficient information to enable Code Bodies to understand the overall structure of your systems including the type of gateway, routing and validation mechanisms, applicable security systems and applications. Please also include a list of all systems utilised and include details of the hosting arrangements for each. In-scope systems mean any systems used for generating, sending, receiving, storing (including for the purposes of back-up), manipulating or otherwise processing electronic communications, including all hardware, software, firmware and data associated with such activities in relation to end-to-end processes impacted by MHHS Design, which are operated by, or on behalf of, your organisation.

This should include:

- *a schematic diagram to show components and relationships, with annotation showing where information is processed.*
- *Indicate the type of gateway, whether it is high or low volume, remote, and/or shared with other organisations (who should be identified here).*
- *List of all relevant systems.*
- *Indicate the scope for Placing Reliance, highlighting all commonalities and differences from your planned architecture for live operations. Where there is deviation from your live setup, please describe how you will ensure sufficient coverage through testing.*

Common Pitfalls to avoid:

1. *Insufficient detail on how systems will be hosted for live operation and how this differs from the hosting arrangements for various phases of testing.*
2. *Lack of clarity on how responsibilities are split between the Qualifying organisation and their contracted third-parties.*
3. *Failure to include all component systems and interfaces.*



- Supplier Core Application 1: Part of the Supplier Operations Suite licensed from Third Party IT Providers Limited,... *(Add details such as functions performed, message format and method of communication for each interface, etc.)*
- Supplier Core Application 2: Bespoke application created and maintained by Cogram Energy Limited, integrates with our Customer UX for sales, support and billing... *(Add details such as functions performed, message format and method of communication for each interface, etc.)*
- Market Message Generator: Part of the Supplier Operations Suite licensed from Third Party IT Providers Limited,... *(Add details such as functions performed, message format and method of communication for each interface, etc.)*
- DIP Adapter: Part of the Supplier Operations Suite licensed from Third Party IT Providers Limited, processes inbound and outbound messages over the DIP and is compliant with the Code of Connection. *(Add details such as message format, method of communication, etc.)*

The Supplier Operations Suite licensed from Third Party IT Providers Limited is also in use by Sky Energy Limited whose testing we intend to place reliance on. Third Party IT Providers Limited report to the Cogram Energy Limited Change Committee every month to provide updates on scope and progress of testing they are doing for Sky Energy Limited that we will place reliance on. This provides as opportunity for oversight and assess any risks Placing Reliance may pose on our delivery of MHHS changes.

We have also contracted Third Party IT Providers Limited to conduct PIT on our behalf which would also include integration of their Supplier Operations Suite with our bespoke Supplier Core Application 2 System.

4.4 Placing Reliance Submission

In this section, please provide the information on any organisations you are 'placing reliance' on or delegating to 'test on behalf of' your organisation, to meet your testing requirements for MHHS Qualification, in part or whole. If you are intending to complete all testing requirements using internal systems and resources, then you only need to respond to question 4.4.1.

Note – Programme Participants who would like to discuss their Placing Reliance approach with the Code Bodies ahead of submission can do so by requesting a bilateral either via the PPC team or by emailing MHHSQualification@elexon.co.uk.

4.4.1 General position

Are you intending to Place Reliance? If yes, please complete 4.4.2 and/or 4.4.3, as applicable.	Yes
Have you entered into an agreement to facilitate sharing of testing evidence to meet your MHHS Qualification requirements? If no, please clarify by when these arrangements are expected to be in place. For clarity, where a Programme Participant is placing reliance on testing completed by another Programme Participant, or a Third-Party Provider is testing on its behalf, this is expected to be fully agreed between the parties involved.	Yes

4.4.2 Details of the organisation completing the testing that will be used for 'Placing Reliance'

Name as per Companies House	Sky Energy Limited	
Company Registration Number as per Companies House	87654321	
List of MPIDs (with Role Code) that will be completing testing via the SIT or QT route that your organisation will 'place reliance' on (if applicable)	<i>Supplier</i>	SKYE
	<i>Smart MEM</i>	
	<i>Advanced MEM</i>	
	<i>Smart Data Service</i>	
	<i>Advanced Data Service</i>	
	<i>Unmetered Data Service</i>	
	<i>DNO / Registration Service / UMSO</i>	
Which route of testing is the organisation taking? If they are not a SIT Participant, please indicate the QT Wave they are expected to target.	QT Wave 1	

4.4.3 Details of the organisation completing 'Testing On Behalf Of' the Code-defined organisation

Name as per Companies House	Third Party IT Provider Limited
Company Registration Number as per Companies House	11111111
Key Contact (Name, Role and Email)	Laura Kennedy, Operations Manager Laura@TPITP.co.uk
Relationship with the applicant organisation submitting this proposal (e.g., Third-Party IT Provider, Third-Party Managed Service Provider, Third-Party Design/Build/Test Partner, etc.)	IT Systems provider
Is there a current agreement between the applicant organisation and the organisation listed in this section? If no, please clarify by when these arrangements are expected to be in place.	Yes
Do you intend for the agreement to continue during migration and live operation following full transition? If no, please provide details of the expected change. NB: Should this change during or after testing, then the participant will need to notify the Code Bodies and will be required to test and Qualify under the new Third Party arrangement)	Yes

4.4.4 RASCI

In this section, please provide a RASCI clarifying how the roles and responsibilities are split between your organisation and any Third Party:

- from whom you may procure systems and services to operate under the MHHS arrangements,
- whom will undertake 'testing on behalf of' your organisation,
- whose testing you may 'place reliance' on.

Task
<ul style="list-style-type: none"> • R – Responsible, i.e., the organisation responsible for the task assigned. • A – Accountable, i.e., the organisation that holds the ultimate accountability and control. • S – Supported, i.e., the organisation that provides assistance to the 'Responsible' organisation. • C – Consulted, i.e., the organisation that provides advice to the 'Responsible' organisation. • I – Informed, i.e., the organisation(s) that must be kept in the loop on decisions, outcomes, and progress.

RASCI:

		Responsibilities				
	Role (please add / remove)	DIP Adapter	DTN Adapter	Supplier operations	CRM	Code compliance

		columns as possible)					
Applicant	Cogram Energy Limited	Supplier	A	A	A	R, A	R, A
Third Parties (please insert / remove rows as applicable)	Sky Energy Limited	Supplier whose Qualification testing we will place reliance on.	S	S	S	N/A	N/A
	Third Party IT Provider Limited	Third Party who is conducting PIT on our behalf.	R	R	R	S	S

Supporting information:

	Cogram Energy Limited	Sky Energy Limited	Third Party IT Provider Limited
System / Software Hosting and Maintenance NB: Please elaborate on specific systems/software within your IT landscape for which the RASCI may vary.	Cogram Energy Limited procure Supplier Operations Suite from Third Party IT Provider Limited which integrates with our Supplier Core Application 2 System that is hosted and maintained in-house.	Sky Energy Limited also procure Supplier Operations Suite from Third Party IT Provider Limited.	Third Party IT Provider Limited host and maintain Supplier Operations Suite for all their customers. This is a standardised offering across all clients and does not offer customisation.
System Design and Build NB: Please elaborate on specific systems/software within your IT landscape for which the RASCI may vary.	Our Change Committee maintains oversight over the scope delivered by Third Party IT Providers Limited.	N/A	Third Party IT Providers Limited are contracted to conduct PIT on our behalf which would also include integration of their Supplier Operations Suite with our bespoke Supplier Core Application 2 System. This includes assessing MHHS requirements, scoping changes, planning and delivering design and build activities, and seeking approval from and reporting to our Change Committee.
Pre-integration Testing NB: Please elaborate on specific test phases for which the RASCI may vary.	As above.	As above.	As above.
Qualification Testing	Our Change Committee will maintain oversight and	Sky have provided the data which will be used by	Third Party IT Provider Limited will conduct QT on

NB: Please elaborate on specific tasks for which the RASCI may vary.	remain accountable for ensuring we meet our QT requirements.	Third Party IT Provider Limited for QT.	behalf of Sky which we intend to place full reliance on. Any additional testing required to provide integration between Supplier Operations Suite and Cogram's bespoke Supplier Core Application 2 System will be covered through our PIT. Where Code Bodies identify any additional QT requirements, Third Party IT Provider Limited will be responsible for ensuring environment and resource availability for QT preparation and execution.
Defect Management	Oversight only. This includes the responsibility for decisions.	N/A	Responsible and reports to our Change Committee every month.
Migration	Responsibilities will be shared between our Operations team and Third Party IT Provider Limited. We will be responsible for migration planning and execution.	Migration Testing will use data provided by Sky Energy Limited.	Shared responsibility. Third Party IT Provider Limited will provide SME support and technical service desk through migration.
Operation of business functionality NB: Please elaborate on specific functions for which the RASCI may vary, e.g., functionality operated in-house versus outsourced operations.	Cogram Energy Limited operate all business functions, apart from operations automated within Supplier Operations Suite.	N/A	They only provide IT user support for process automated within Supplier Operations Suite.
Training of end-users	All training will be planned and delivered internally. Third Party IT Provider Limited have been contracted to support with this and will be reporting to our Operations Director.	N/A	Third Party IT Provider Limited will help develop content for training alongside documenting standard operational procedures as part of MHHS change delivery.
Updating business process documentation	All documentation updated by Third Party IT Provider Limited will go through our internal review and sign-off process.	N/A	As above.
Ensuring your organisation remains compliant with BSC and/or	We remain accountable to ensuring we meet our Code obligations. This includes oversight of	N/A	Per our contract, they are responsible and accountable for ensuring Supplier Operations Suite is compliant with Code

REC (as applicable for the market role you operate)	areas delivery by Third Party IT Provider Limited.		requirements on an ongoing basis.
NB: Please insert additional tasks where RASCI may vary depending on the arrangements you have in place.			

4.5 Readiness to support MHHS migration, pre-Qualification

Note: To reduce the number of information requests simultaneously going to Programme Participants, the Code Bodies have included questions to cover MHHS readiness for other relevant Code areas within the Pre-Qualification Submission. These include changes to the Supply Number format under the REC and the readiness of Suppliers and Agents, operating in the legacy settlement arrangements, to receive, process and respond to market messages that have been amended to support MHHS migration under both the BSC and REC.

Responses to these questions will feed into BAU assurance arrangements and will not form part of the Programme Participant's MHHS QT Wave allocation. Therefore, Programme Participants who are expecting to exit the market ahead of the start of MHHS migration and new entrants who will not be Qualifying to operate legacy provisions, are not required to answer the questions in this section. To support their response, Programme Participants must also submit their project plans for the delivery of these changes, along with any other key project documents (e.g.: Project Initiation Documents, RAID logs, etc.) they have.

In this section, please provide details of steps you are taking to ensure as a legacy Supplier or Agent, you have made the required changes to support Code changes from M8 and MHHS migration from M11 ahead of gaining MHHS Qualification.

- For all Market Roles, please include details of implementation and testing of DTN changes to cover new market roles introduced by MHHS. **(This applies to all Market Roles)**
- For Metering Equipment Managers, please also include details of routing of MTDs to new market roles introduced by MHHS. **(This applies to MEMs only)**
- For all Market Roles, please explain how you are making the required changes and will be able to support Migration and Reverse Migration. **(This applies to all Market Roles)**
- For Suppliers, please also include details of implementation of the Supply Number changes (from M8). **(This applies to Suppliers only)**

MHHS Migration Readiness as a Legacy Supplier or Agent

1. DTN Changes: Cogram Energy Limited have already implemented the changes to new DTN roles being introduced by MHHS. This includes system validation within Supplier Operations Suite to accept Market Messages that the new MHHS roles can send via DTN. Third Party IT Provider Limited were responsible for this delivery. Please see details within the following documents provided with our submission:
 - a. TPIPLDOC111: Project Initiation Document approved by our Change Committee
 - b. COGDOC645: Extracts from Change Committee minutes from 01 February 2024 documenting Go/No-go decision.
 - c. TPIPLDOC789: Release notes for Supplier Operations Suite v12.3.4 where these changes were delivered.
2. Migration Readiness: Our Design and Build activity for MHHS is due to complete by 01 October 2024. We will then commence PIT with PIT-Migration phase to populate the new systems with test data. To help us ensure all migration processes operate as expected, we will include test cases for both forward and reverse migration. Our target date for PIT-Migration completion is 14 November 2024. We have sufficient contingency to ensure our systems can support MHHS migration from M11. Additionally, our MHHS Programme Manager, along with Third Party IT Provider Limited's Migration Product Owner attend all

relevant MHHS fora including the Migration Working Group to ensure we are aware of our responsibilities to support MHHS migration. Please also see the following attachments:

-
- a. TPIPLDOC111: Project Initiation Document approved by our Change Committee
 - b. COGDOC123: PIT Approach and Plan approved by our Change Committee
 - c. COGDOC225: PIT-Migration Test Plan
 - d. COGDOC227: PIT-Migration RTTM
3. Supply number changes: Third Party IT Provider Limited have been contracted to design, build and test the changes required for updating the Supply Number in line with REC Change Proposal R0083 (Changes to Supply Number Format for MHHS) on behalf of Cogram Energy Limited for implementation from M8 milestone as per MHHS Programme Plan. Please see the following attachments for further detail:
- a. TPIPLDOC111: Project Initiation Document approved by our Change Committee
 - b. COGDOC123: PIT Approach and Plan approved by our Change Committee
 - c. COGDOC225: PIT-Migration Test Plan
 - d. COGDOC227: PIT-Migration RTTM
 - e. COGDOC987: Extract from Change Committee minutes from 01 March 2024 with status update and RAID analysis for Supply Number changes.
-

4.6 Risk and Mitigation

In this section, please provide details of risks associated with your MHHS implementation including any risks that may manifest as a result of Placing Reliance or those which might impact your Qualification Testing readiness. Please also provide mitigations you will put in place to manage these risks.

Risk	Likelihood	Impact	Mitigation
	3 – High 2 – Medium 1 – Low	3 – High 2 – Medium 1 – Low	
Code Bodies have not yet provided a clear set of qualification requirements covering qualification across functional testing, migration, operational testing, and non-functional testing for all roles.	2	2	The Code Bodies will be releasing the Assessment Criteria for all the roles in March BSC/REC PABs.
Inability to complete testing resulting in Cogram Energy Ltd being unable to Place Reliance	1	3	Qualification Testing will provide Cogram Energy Ltd with the reassurance of connectivity and our assumption this will cover SIT, proving to mitigate this risk.
Code Bodies have not yet released the Test Scenarios and Test Cases so therefore can not understand the scope.	2	3	These should be released for consultation in Mid-March 2024.

4.7 Contextual Information

In this section, please provide any other contextual information that the Code Bodies may consider whilst assessing your Pre-Qualification Submission. For example, where certain DIP messages are optional, please indicate whether you intend to use those DIP messages.

Contextual Information

While our organisation currently has a UMS portfolio of 500 MPANs, these will be transferred to Streetly Energy Supply Limited before 01 July 2024. Per our agreed sales contract, the migration is currently in progress and expected to complete by 12 May 2024 with 3 weeks of planned buffer. All transfers are being made using the Change of Supplier process. As Cogram Energy Limited will not be looking to operate UMS MPANs in future, we are seeking exemption from UMS MHHS requirements.