**UK LINK MISCELLANEOUS DOCUMENT**

**UKLMD1**

**UK LINK MANUAL GLOSSARY**

**[please note this document is subject to a final consistency check]**

|  |  |  |  |
| --- | --- | --- | --- |
| **Version** | **Date of Change** | **Changes** | **Author** |
| 1FA | XX/XX/2017 | Created | Ellie Rogers |

Version: [ ]

Effective Date: [ ]

1. Introduction

1.1 This document (Document) is the UK Link Miscellaneous Document UKLMD1 -UK Link Manual Glossary referred to in paragraph 2.1.1(g)(i) of the UK Link Framework Document.

* 1. This Document is an integral part of and is incorporated in the UK Link Manual.
  2. The version of this Document that is in force and the date from which it is in force, are as stated above.
  3. In this Document:

#### terms defined in the DSC Terms and Conditions and not otherwise defined in this Document shall have the meaning given in the DSC Terms and Conditions;

#### terms defined in any other CDSP Service Document and not otherwise defined in this Document shall have the meaning given in the CDSP Service Document;

#### terms defined in the UK Link Manual Framework Document and not otherwise defined in this Document shall have the meaning given in the UK Link Manual Framework Document; and

#### the further provisions of the DSC Terms and Conditions as to interpretation apply.

## 1.5 This Document may be changed in accordance with the applicable procedures contained in the Change Management Procedures.

## 1.6 The purpose of this Document is to define the terms that are set out in the UK Link Manual.

1.7 In the case of any conflict between the provisions of this Document and the UK Link Terms and Conditions the latter shall prevail.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Term** | **Synonym** | **Reference** | **Definition/Expansion** | **Document(s)** |
| Active Notification System | ANS |  | Operated by National Grid NTS and used to communicate with UK Link Users at short notice | * UK Link Description Document * UKLCD1 |
| Active Notification Communication |  |  | Either a Code Communication or notice that a Code Communication has been given by some other means | * UKLCD1 |
| Applications |  |  | Any of the component systems that comprise the UK Link System | * UKLBD1 |
| Audit trail |  |  | A log of the use of UK Link, recording information about significant events in the system and communications between The Transporter and UK Link Users. | * UKLBD1 |
| Authentication |  |  | The process of checking or proving the identity of a user of UK Link. | * UKLBD1 |
| Authorised Representative | AR | Annex 4.7.2 | A representative of the UK Link User who has been designated as such by that UK Link User as defined in Annex 4.7.2. See UK Link Manual Supplementary Document - Security Framework | * UK Link Description Document * UKLBD1 * UKLBD2 * UKLCD1 |
| Automatic Audit Trail Facility |  |  | a facility forming part of the UK Link System installed at premises designated by the CDSP, which will automatically record the sending or the receipt by the CDSP of the message comprised in such UK Link Communication and log the date and time of such sending or receipt. | * UK Link Description Document * UKLAD3 * UKLAD2 * UKLCD1 |
| Batch Transfer Communication |  |  | Data generated in a batch file and sent by a UK Link User to its Gateway. | * UKLCD1 |
| Business activity |  |  | A generic term used to describe the smallest subdivision of applications within UK Link to which access can be restricted using the security access controls. Typically corresponds to a screen or an option on the lowest level of menu. | * UKLBD1 |
| Business Associate Code |  |  | See UK Link User | * UKLBD1 |
| Business Associate Code |  |  | A value generated by UK Link Gemini to provide a unique reference to a Business Associate. Each UK Link Gemini user identity is allocated one or more Business Associate Codes, allowing the user to access data relating to the corresponding business associates. | * UKLBD1 |
| Business Hours |  |  | Business Hours shall mean 09:00 to 17:00 on any day (other than a Saturday or Sunday) on which the clearing banks are open in London for the transaction of general business. | * UKLBD2 |
| Central Data Services Provider “CDSP” |  | GT 1.2.1a | Central Data Services Provider | * UKLBD1 * UK Link Description Document * UKLBD2 * UKLBD3 * UKLAD3 * UKLAD2 * UKLCD1 |
| CDSP Service Desk | Service Desk | UK Link Manual Terms and Conditions 10 | Provision by the CDSP of a Service Desk function as defined in the UK Link Overview Manual | * UK Link Description Document * UKLBD2 * UKLAD3 * UKLCD1 |
|  |  |  |  |  |
| CDSP Duty Manager | CDSP DM |  | A representative of the CDSP that will engage with a User in the event of a DR Arrangement | * UK Link Description Document * UKLBD2 * UKLAD3 * UKLAD2 |
| Code Communication | GTD 5.1e |  | A communication required in the UNC, IGT UNC or the IGTAD | * UK Link Description Document * UKLBD2 * UKLAD3 * UKLAD2 * UKLCD1 |
| Code Contingency | GT D5.9.1(b) |  |  | * UKLCD1 |
| Communication |  |  | A generic term used within this document to signify a Code Communication, a UK Link Communication or a message conveyed by the UK Link Network | * UK Link Description Document * UKLBD2 * UKLAD3 * UKLAD2 * UKLCD1 |
| Core Customer |  | GTD 1.2.1d | Means a party to the Code (other than a Trader User) in the capacity of a party to the DSC | * UKLAD3 * UKLAD2 |
| Critical user |  |  | Gas National Control Centre users | * UKLBD2 |
| Data Steward |  |  | The individual(s) responsible on behalf of a company for deciding who shall have access to a particular set of data and the nature of the access (read, write, erase, execute etc.) | * UKLBD1 |
| Data Custodian |  |  | The individual(s) or business unit responsible for holding and protecting data on behalf of Data Stewards and users on a day to day basis. | * UKLBD1 |
| DSC |  | GTD 1.2.1c | Data Services Contract | * UKLBD2 * UKLBD3 * UKLAD3 * UKLAD2 * UKLCD1 |
| DSC Change Management Committee |  | GTD 4.1.1 | This is a UNC sub-committee as constituted under UNC General Terms D 4.1.1 | * UKLBD3 |
| DR Arrangements |  |  | Disaster Recovery Arrangements | * UKLBD2 * UKLAD3 |
| DR Representative |  |  | This nominated person(s) responsible for managing Disaster Recovery processes when a complete file transfer failure occurs. | * UKLAD3 * UKLAD2 |
| External UK Link User |  |  | An Organisation (other than UNC parties) who is entitled to use UK Link Systems consistent with the UK Link Terms and Conditions 2.2, including as a result of entering into an additional services contract with the CDSP. | * UKLAD1 |
| File Transfer server |  |  | CDSP provided server on User premises used to send & receive files | * UKLAD3 * UKLBD3 * UKLAD2 |
| FTP |  |  | File Transfer Protocol | * UKLAD3 * UKLAD2 |
| Gas Transportation System |  |  |  | * UK Link Description Document |
| Gateway |  |  | A "**Gateway**" is a computer server forming part of the UK Link Network, installed at premises designated by the CDSP and of each User (and in the case of a User forming part of the User Equipment and including Licensed Software). | * UK Link Description Document * UKLCD1 |
| GTD |  |  | General Terms Section D of Uniform Network Code | * UK Link Description Document * UKLBD2 * UKLBD3 * UKLAD3 * UKLAD2 * UKLCD1 |
| Identification |  |  | The process of determining who a user of UK Link is. | * UKLBD1 |
| Incident |  |  |  | * UKLBD2 |
|  |  |  |  |  |
| IEF protocol |  |  | Interface Entity Format | * UKLBD3 |
| Interface Documents |  |  | Provide the definition of the interface records and files for Users | * UKLBD3 |
| LAN |  |  | Local Area Network | * UKLAD3 * UKLAD2 |
| Local Security Officers | LSO |  | An individual nominated by a UK Link User to provide both the CDSP and authorised representatives with a single point of contact on UK Link security matters and who is also the person authorised to administer a UK Link User’s Authorised Representatives | * UK Link Description Document * UKLBD1 |
| LSO Register |  |  | A single register of LSO details maintained by the CDSP, and used by the UK Link Security Administrator to validate security requests from LSOs. | * UKLBD1 |
| message |  | GT D5.1(d) | A discrete transmission sent by a User | * UKLAD2 * UK Link Description Document * UKLCD1 * UKLAD3 |
| NAPs |  |  | Network Access Points | * UK Link Description Document |
| Non Supply Point System Business Days |  | UNC G and M 1.10 | Non Supply Point System Business Days consistent with the UNC definition, and defined annually in accordance with Change Management procedures. | * UKLBD2 |
| Organisational Node |  |  | Destination code in the format *ORGnn,* where ORG is the User's shortcode, and *nn* is the node | * UKLBD3 * UKLAD2 * UKLAD3 |
|  |  |  |  |  |
|  |  |  |  |  |
| Password |  |  | A string of characters which must be entered by a user when logging in to UK Link to authenticate his or her identity. | * UKLBD1 |
| Performance Levels |  | UK Link Manual Supplementary Document – IS Service Definition |  | * UK Link Description Document |
| Performance Parameters |  |  | Used to measure UK Link Performance | * UK Link Description Document |
| Performance Periods |  |  |  | * UK Link Description Document |
| Personal role |  |  | A role allocated for a defined time period to a specific user of UK Link | * UKLBD1 |
| Real Time |  |  | The actual time that a Service Request must be resolved by. | * UKLBD2 |
| Registered email address |  |  | An appropriately secure email address. The LSO takes responsibility that this email address is secure in order for the UK Link Security Administrator may convey a response to security matters which may include user identities and UK Link Identities. | * UKLBD1 |
| Role |  |  | For business purposes, a related set of business activities allocated to one or more individuals. | * UKLBD1 |
| Router |  |  | A device which routes messages across a wide area network and can be programmed to send messages to a pre-defined address. | * UKLBD1 |
| Security Access Request Form |  |  | The template provided by the CDSP to enable LSOs to perform user identity creation and deletion, and amendment to allocated roles. | * UKLBD1 |
| Security incident |  |  | A suspected security failure, in which Uniform Network Code information may have been lost, damaged, destroyed or disclosed to unauthorised persons. | * UKLBD1 |
| Security Administrator |  |  | See UK Link Security Administrator | * UKLBD1 |
| Security Service Request |  |  | A generic term used to denote a request from an LSO to perform an activity related to security matters. i.e. enabling AR access for a UK Link User – including password resets and user identity creation and deletion, and amendment to allocated roles. | * UKLBD1 |
| Service Request |  |  |  | UKLBD2 |
|  |  |  |  |  |
| Shipper |  |  | A company which contracts with The Transporters for the use of the Uniform Network Code transportation and storage services. | UKLBD1 |
| Shipper User |  |  | A type of organisation authorised to use the UK Link Network by being a party to the Data Services Contract | * UK Link Description Document |
| SPA |  |  | Supply Point Administration system | * UK Link Description Document |
| Supply Meter Point Register |  |  | Record of every Supply Meter Point | * UK Link Description Document |
| TCP/IP |  |  | Transmission Control Protocol/ Internet Protocol | * UK Link Description Document * UKLAD3 * UKLAD2 |
| Third Party and Additional Services Policy |  | GTD 3.7 | Services provided consistent with policy described in GTD 3.7 | * UK Link Description Document |
| Third Party Services |  | GTD 3.7 | Services provided consistent with policy described in GTD 3.7 | * UKLAD3 * UKLAD2 |
| Timeout |  |  | A function in UK Link which causes a user's login session to be terminated if there is no activity for a pre-defined period | * UKLBD1 |
| Transporter |  |  | Means National Grid NTS or a DN Operator | * UKLBD1 |
| Transporters |  |  | Refers to the Transporters collectively | * UKLBD1 |
| Transporter Agency |  | UNC V6.5.2 | The person engaged by Transporters to undertake the  Transporter Agency Activities as defined in UNC §V6.5.2 | * UKLBD1 |
| Transporter Helpline |  |  | Function performed on behalf of The Transporter which is the first point of contact for all requests and queries from UK Link Users. | * UKLBD1 |
| UK Link Communication | message | GTD 5.1d | A communication transmitted by a User, in this document, exclusively by file sent via the UK Link Network. | * UK Link Description Document * UKLBD2 * UKLBD3 * UKLAD3 * UKLAD2 * UKLCD1 |
| UK Link Gemini |  |  | The system upon which the energy balancing business processes involved in the transportation and storage of gas are conducted. | * UKLBD1 |
| UK Link Identity |  |  | This comprises the user identity and the password. | * UKLBD1 |
| UK Link Network | IXN / I’X |  | An information exchange system, allowing the electronic transfer of information between the CDSP and Users and certain access (as described in the UK Link Manual) by Users to the UK Link System. | * UK Link Description Document * UKLBD1 * UKLBD2 * UKLBD3 * UKLAD3 * UKLAD2 * UKLCD1 |
| UK Link File Transfer Definition Guide |  |  | describes the method for Users (UK Link Users and External UK Link Users) exchange files with other Users, including the Central Data Services Provider (CDSP), using the UK Link Network | * UKLBD3 |
| UK Link Security Administrator |  |  | The team provided by The Transporters to control access by Authorised Representatives to UK Link and Uniform Network Code in accordance with the requirements of Data Stewards. | * UKLBD1 |
| UK Link Security Manager |  |  | The Transporters’ manager who provides a central focus and overall responsibility for UK Link security Operating Framework and management. | * UKLBD1 |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| UK Link User |  | GT D5 1.2 (c) | Persons acting as an Organisation authorised to have access to and use of UK Link System, including the UK Link Network. **This definition excludes External UK Link Users unless specified to the contrary.** | * UK Link Description Document * UKLBD1 * UKLBD2 * UKLBD3 * UKLAD3 * UKLAD2 * UKLCD1 |
| UK Link User Agreement |  | GTD 5.1.2 (f) | A third part agreement allowing access to relevant elements of the UK Link System. | * UKLBD2 * UKLAD3 * UKLAD2 |
| UK Link User identity |  |  | See User Identity | * UKLBD1 |
| UK Link User identification |  |  | See User Identity | * UKLBD1 |
|  |  |  |  |  |
| User Discontinuance Date |  | TPD V4.1.1 |  | * UK Link Description Document |
| User Gateway |  |  | A "**Gateway**" is a computer server forming part of the UK Link Network, installed at premises designated by the CDSP and of each User (and in the case of a User forming part of the User Equipment and including Licensed Software). | * UKLBD2 * UKLAD3 * UKLAD2 |
| User Identity |  |  | A short string of characters which is used to identify a user when he or she logs in to, or performs an action on, UK Link. | * UKLBD1 |
| User Organisation Type | Organisation Type |  | A type of organisation authorised to use the UK Link Network by being a party to the Data Services Contract or a contract that otherwise allows access including, but not limited to, Customer Class as defined in GTD 1.2 – e.g. Shipper Users, DMSPs, MAMs | * UKLAD3 * UKLAD2 |
| User Short Code |  |  | A three character code assigned to each User. These are maintained by the CDSP and published within the UK Link Manual. | * UKLBD2 * UKLAD3 * UKLAD2 |
| Virus |  |  | A piece of software which is designed to cause malicious damage or other unwanted effects to data or other programs. | * UKLBD1 |
| WAN |  |  | Wide Area Network | * UK Link Description Document |