

Market Domain Data Market Participant Identity Committee Standard Terms of Reference

Introduction

This is the standard Terms of Reference that will apply to the Market Domain Data (MDD) Market Participant Identity (MP Id) Committee, a Sub-Committee of the DSC Contract Management Committee Meeting.

Purpose of the Meeting

- The purpose of the Committee is oversee the MDD Market Participant Identity process for gas Market Participants in accordance with the Market Domain Data Market Participant Identity Verification Approach Document (the Verification Approach Document).
- The Committee shall, on behalf of the DSC Contract Management Committee, **provide deemed approval of** MDD **Market Participant Identity** Applications (**MP Id Applications**) to add, amend or delete Market Participant Identities from the MDD Market Participant Identity List (**MP Id List**) in accordance with the Verification Approach Document. **A full list of deemed approvals will be made available to the DSC Contract Management Committee. The MP Id List shall be updated provided that there is not a reversal of this approval by the DSC Contract Management Committee.**
- The Committee shall on an annual basis, on behalf of the DSC Contract Management Committee, **approve** the MDD **Market Participant Identity** Release Schedule (**MP Id Release Schedule**) that shall include the deadline for **MP Id** Applications by Market Participants to the CDSP, publication date by the CDSP to solicit representations from existing Market Participants, the publication date of the release content and the effective date of each release.
- Representations must be provided by **Market Participants** to the CDSP in accordance with the **MP Id** Release Schedule. Any representations that intends to reject, modify or defer an MDD Application must be provided in writing to the CDSP by the date specified in the **MP Id** Release Schedule.
- Modification of an **MP Id** Application may only take place following provision of representations in line with the timelines, assessed against the Verification Approach Document and agreed by the MDD Applicant in advance of the meeting.
- The Committee shall review amendments to the Verification Approach Document proposed by the CDSP, and **make recommendations** to the DSC Contract Management Committee whether to approve such amendments. The CDSP shall review this document no less frequently than annually.

Topics for Discussion

- MDD **Market Participant Identity** Applications
- Review of Verification **Approach** Document

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- Review and approve of MDD Market Participant Identity Release Schedule

Standard Output and Communications

- The CDSP shall provide the chair and secretariat for the Committee.
- A report shall be made to the DSC Contract Managers Committee detailing:
 - MDD Application outcomes, including the reason for any rejected or deferred Applications
 - The content of the MDD Market Participant Identity Release
 - Any changes to the Verification Approach Document, considered or proposed
 - Annual approval of the MDD Market Participant Identity Release Schedule
- Minutes of the meetings will be published on the CDSP website against the meeting date at this location [<https://www.xoserve.com/TBC>]
- The meeting shall be open to any Market Participants

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Standard Agenda

1. Introduction
2. Review of Previous Minutes
3. Review and Deemed Approval of MDD Market Participant Identity Applications
4. Consideration of the Market Domain Data Market Participant Identity Verification Approach Document
5. Review and Approval of MDD Market Participant Identity Release Schedule for the following year (annual item, which must have been tabled by October in the preceding year)
6. Any Other Business
7. Diary Planning

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