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| Report Title | **Shipper Agreed Read (SAR) Exceptions Process** |
| Report Reference | TBC |
| Report Purpose | To monitor the Shipper Agreed Read (SAR) exceptions process implemented as a result of Modification 0811. |
| Expected Interpretation of the report results | The aim is to monitor the use of the SAR exceptions process. The report should identify the Shippers utilising this process and the outcome of the process being triggered. |
| Report Structure (actual report headings & description of each heading) | Month  Shipper Short code (SSC)  Count of [PAOMRs\*] submitted by Withdrawing User  SSC of the Proposing User  Count of [PAOMRs] submitted which breach Outer Tolerance  Count of [PAOMRs] rejected by Proposing User  Count of [PAOMRs] submitted by Proposing User  Count of invalid [PAOMRs] submitted\*\*  Count of [PAOMRs] rejected by Withdrawing User |
| Data inputs to the report | SSC  Count of [PAOMRs] submitted and by which User (Proposing or Withdrawing)  Count of rejections of the [PAOMR] progressing  Count of [PAOMRs] that breach the Outer Tolerance |
| Number rounding convention | Whole numbers and values |
| History (e.g. report builds month on month) | A Rolling 12-month view, provided monthly |
| Rules governing treatment of data inputs (actual formula/specification to prepare the report) | The report will include the values and figures based on the [Proposed Agreed Opening Meter Reading] and rejections received within the month they are being recorded against.  The report is prepared as soon as possible after the end of the calendar month.  DN and IGT sites are included. |
| Frequency of the report | Monthly |
| Sort criteria (alphabetical ascending etc.) | Shipper Short code alphabetically |
| History/background | Introduced to monitor the process introduced under UNC Modification 0811 |
| Relevant UNC obligations and performance standards | [TBC – dependent on the 0811 legal text]  *Current obligations regarding SARs are within TPD Section M – Clause 5.13.* |
| Additional information | N/A |

**Example Reports:**

Example report 1 – [PAOMR] submitted by the Withdrawing User

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Month 1 | | | | Month 2 |
|  | Count of [PAOMRs\*] submitted by Withdrawing User | [SSC of the Proposing User] | Count of [PAOMRs] submitted which breach Outer Tolerance | Count of [PAOMRs] rejected by Proposing User |  |
| Shipper A |  |  |  |  |  |
| Shipper B |  |  |  |  |  |
| Etc. |  |  |  |  |  |
| **Industry Totals** |  |  |  |  |  |

*\*[PAOMR] is the proposed term for the read being submitted under this exceptions process – [Proposed Agreed Opening Meter Read].*

Example report 2 – [PAOMR] submitted by the Proposing User

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Month 1 | | | Month 2 |
|  | Count of [PAOMRs] submitted by Proposing User | Count of invalid [PAOMRs] submitted\*\* | Count of [PAOMRs] rejected by Withdrawing User |  |
| Shipper A |  |  |  |  |
| Shipper B |  |  |  |  |
| Etc. |  |  |  |  |
| **Industry Totals** |  |  |  |  |

*\*\*As per Modification 0811, the only reason a Proposing User could submit a [PAOMR] is if the Shipper Agreed Read would be rejected due to an Outer Tolerance breach. Therefore a [PAOMR] would be considered invalid if submitted by the Proposing User and would not breach Outer Tolerance. In this scenario, they should utilise the existing ‘Agreed Opening Meter Reading’ process.*