CATEGORY 3 CHANGE PROPOSAL FORM

ONLY TO BE SUBMITTED BY THE RESPONSIBLE SERVICE PROVIDER

The Code Manager will reject any Change Proposals that have not been submitted by the Service Provider responsible for the Category 3 document.

The completed Category 3 Change Proposal Form, and supporting documents, should be sent to change.management@recmanager.co.uk.

1 PERSONAL DETAILS

NAME	James Hardy
ORGANISATION	Code Manager (RPS)
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2 CATEGORY 3 CHANGE PROPOSAL

CATEGORY 3 DOCUMENT	SDEP User Guide
DESCRIPTION AND REASON FOR THE CHANGE TO THE CATEGORY 3 DOCUMENT	REC Change Proposal R0155 is introducing new purposes for the following Process Types: • PT0056 – Duplicate Meter Points General Query (Gas) • PT0067 – Duplicate Meter Points General Query (Electricity) Due to R0155, the PT0056 and PT0067 will now be used for the sharing of Non-Domestic Change of Occupier evidentiary documents. We are updating the Secure Data Exchange Portal (SDEP) User Guide (a Category 3 document) to reflect the change is usage of the Process Types and using the opportunity to review it more generally.
DOES THIS REQUIRE CONSULTATION WITH INDUSTRY STAKEHOLDERS?	No

PLEASE PROVIDE DETAILS OF ANY REQUIRED CONSULTATION (PROPOSED CONSULTATION PERIOD, TARGET STAKEHOLDERS, ETC.)	N/A
PROPOSED IMPLEMENTATION DATE, IF KNOWN	30 May 2025
LIST ANY SUPPORTING DOCUMENTS SUBMITTED WITH THE FORM	