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

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2 CATEGORY 3 CHANGE PROPOSAL

CATEGORY 3 DOCUMENT	Performance Assurance Operating Plan (PAOP)
DESCRIPTION AND REASON FOR THE CHANGE TO THE CATEGORY 3 DOCUMENT	The Code Manager prepares an annual operating plan setting out the techniques it intends to apply to manage Retail Risks identified within the Retail Risk Register. This plan, referred to as the Performance Assurance Operating Plan (PAOP), sets out the Performance Assurance priorities and is approved and tracked by the PAB. The current updates set out the Performance Assurance Operating Plan for 2024-25.
DOES THIS REQUIRE CONSULTATION WITH INDUSTRY STAKEHOLDERS?	No, not currently. We have consulted via the Performance Assurance Webinar and the REC Issues Group during the development of this document. We are also planning a joint consultation with the updated Risk Register next month (indicative dates 27 September 2024 until 11 October 2024). This document will be further iterated, if required, after that consultation.
• **PLEASE PROVIDE DETAILS OF ANY**	• N/A

REQUIRED CONSULTATION (PROPOSED CONSULTATION PERIOD, TARGET STAKEHOLDERS, ETC.)	
PROPOSED IMPLEMENTATION DATE, IF KNOWN	01 September 2024
LIST ANY SUPPORTING DOCUMENTS SUBMITTED WITH THE FORM	• Performance Assurance Operating Plan for 2024-25 v5.0 (FINAL).pdf