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CHANGE PROPOSAL PLAN

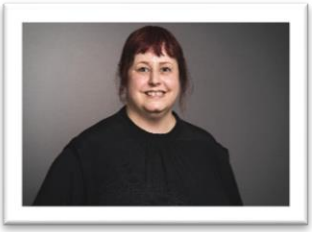
R0103 – CENTRAL PROVISION OF DCC TECHNICAL CONTACTS FOR REQUESTING TEST CERTIFICATES

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DATE ISSUED	26/05/2023
DOCUMENT APPROVAL STATUS	APPROVED

RESPONSIBLE COMMITTEE	CHANGE PANEL	CHANGE PATH	SELF GOVERNANCE

DEADLINE FOR ALTERNATIVE CHANGE PROPOSALS	11/08/2023

LEAD CHANGE ANALYST



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CHANGE OVERVIEW

This change proposes that the Switching Operator (SO) may nominate one or more Technical Contact(s) for any CSS User or Switching Data Service Provider (SDSP), for the sole purpose of requesting test security certificates for connecting to the CSS test environments and emulating CSS Users or SDSPs during testing.

KEY MILESTONES

	FROM	TO
IMPACT ASSESSMENT PERIOD	19/05/2023	28/07/2023
PRELIMINARY CHANGE REPORT AND CONSULTATION ISSUED	11/08/2023	11/08/2023
CONSULTATION	11/08/2023	04/09/2023
FINAL CHANGE REPORT ISSUED	15/09/2023	15/09/2023
RESPONSIBLE COMMITTEE DECISION (EX-COMMITTEE)	22/09/2023	22/09/2023
APPEAL WINDOW	22/09/2023	06/10/2023

1 SCOPE

1.1 IN SCOPE

This document details the plan for finalising the legal text and supporting processes, impact assessment and consultation for this Change Proposal.

1.2 OUT OF SCOPE

Specific arrangements for the appointment of Technical Contacts in ServiceNow, the requesting and use of test certificates by simulators as part of testing of individual Change Proposals, are not in scope of this change.

2 REQUIRED ACTIVITIES AND STAKEHOLDER ENGAGEMENT

2.1.1 ANALYSIS AND SOLUTION DEVELOPMENT

To date a proposed approach and supporting legal text changes have been identified following discussions between the Code Manager and SO.

Supporting documentation and any changes to existing processes will be identified by the SO during the impact assessment period.

2.1.2 IMPACT ASSESSMENT

The SO and SDSPs are impacted by this change; therefore, a period of Service Provider impact assessment is needed.

Due to the urgency of this Change Proposal, as set out in the Initial Assessment Report, the SO 15 Working Day (WD) impact assessment period was initiated on 19 May 2023. During this period the SO will complete the analysis needed to enable it to set out the process and controls that will be introduced as part of the solution.

Following this, a Service Provider impact assessment will be initiated with SDSPs.

A Party impact assessment will be open to all CSS Users to allow for any relevant responses from these parties to be considered.

An impact assessment window has been included in the plan to accommodate all required impact assessments.

2.1.3 PRELIMINARY CHANGE REPORT DEVELOPMENT AND CONSULTATION

The Preliminary Change Report will be issued for a 15 Working Day consultation 11 August 2023, without first being presented to the REC Change Panel (RECCP) for review, however an update will be provided to the RECCP at their meeting on the 15 August 2023.

2.1.4 FINAL CHANGE REPORT

A final assessment will be carried out to review consultation responses and assess impacts to the Final Change Report and Code Manager's recommendation prior to publishing the Final Change Report for a decision.

2.2 RAID

2.2.1 RISKS AND ISSUES

REF.	RISK	NOTES	MITIGATION
R0103.CPP.R001	An Urgent Change Proposal may require CSS testing to be completed ahead of implementation of this change.		The Code Manager and SO would need to work with CSS Users and SDSPs to ensure there are sufficient certificates available to support testing.

No issues have been identified.

2.2.2 ASSUMPTIONS AND DEPENDENCIES

No assumptions or dependencies have been identified at this time.