

TO	CLASSIFICATION	C1 - Public Information
	DATE	November 8, 2021
	REFERENCE	
	FROM	Bas van den Assem

SUBJECT Emergency procedure 'Offering GLMD messages'

General

The emergency procedure 'Offering GLMD messages' is meant for market parties, which under normal circumstances supply GLMD messages via the MMC HUB to the back-end system of TenneT. This emergency procedure is only applicable if the MMC HUB connection of the market party has failed and their backup system is also not working.

TenneT reserves the right not to perform the use of the emergency procedure 'Offering GLMD messages' if it jeopardize the legal and contractual activities of TenneT. For the emergency procedure 'Offering GLMD messages' only messages with the format GLMD (XML) will be accepted by TenneT and no other message formats such as Excel (XLS). This GLMD message must include header information.

Goal

Procedure for market parties to send GLMD messages via e-mail in case their MMC HUB connection is not working. If a market participant wants to use the emergency procedure the market party has to notify TenneT by telephone as early as possible. The market party will be informed by TenneT during this phone call if she may use the emergency procedure. Depending on the moment of notifying TenneT a time window will be given to the market party by TenneT in which the e-mail of the market party with attached the GLMD message must be received at TenneT. Timely receipt of the e-mail with the GLMD message at TenneT is the risk of the market party. Notifications of market parties and/or receiving of e-mails with the GLMD message outside this time window are not taken into consideration.

The accompanying e-mail with attached the GLMD the message must contain the following text:

Dear colleague,

Hereby <name market party> with <EAN-code market party> requests TenneT to send in the attached GLMD message(s) to the back-end system of TenneT in accordance with the emergency procedure 'Offering GLMD messages'.

<name market party> states to have read the emergency procedure 'Offering GLMD messages' (version April 10th 2019) and agrees to the content.

GLMD message(s) attached.

<name employee market party>

<contact information market party: telephone number>

The text of the accompanying e-mail is also written down in the attached Microsoft Office Outlook 2010 template:



Request use of emergency procedure 'Offering GLMD messages'.oft

Only GLMD messages that relate to the period for which the gate closure applies will be processed by TenneT. The other GLMD messages, which do not relate to the period for which the gate closure applies and therefore can be sent after the gate closure will not be considered. For these GLMD messages, the market party will have the time to let its IT-service restore the connection to the MMC HUB or repair the backup system until the next gate closure.

If TenneT has sent in the GLMD message of the market party to the back-end system of TenneT the market party receives hereof a confirmation via the MMC HUB. The market participant receives a GLMD message back as if the market party herself has submitted the GLMD message. Because the MMC HUB connection of the market party does not work TenneT will reply the email of the market party with the status of the sent in GLMD message.

TenneT is not responsible or liable for the (in)correctness of the content of the GLMD messages nor for the resulting consequences after sending in the GLMD messages by TenneT to the back-end system of TenneT. TenneT only has an obligation regarding the timeliness of submitting the GLMD messages before the gate closure of the relevant GLMD messages providing that the GLMD messages received at TenneT within the specified time window.

TenneT monitors the use of the emergency procedure. In case of frequent use of the emergency procedure by a market party TenneT will contact this market party. Denial of use of the emergency procedure 'Offering GLMD messages' is one of the possible measures.

Gate closures and contact information

- Date of execution GLMD messages is day D;
- Gate closure sending in GLMD messages: day D-1 15h30;
- To notify emergency procedure at TenneT Operational Planning: +31 26 373 1730;
- E-mail address of TenneT for receiving internet e-mail with GLMD message:
tennet-operational-planning@tennet.eu
- After having identified internal consistency of the GLMD message TenneT accepts no modification of the submitted GLMD message until the time that the communication problems of the market party are resolved.

Procedure steps

1. The market participant notifies TenneT by phone informing that there are problems to send the GLMD messages via the MMC HUB to TenneT and requests whether of the emergency procedure 'Offering GLMD messages' can be used.
2. TenneT will check, depending its legal and contractual activities, if it is feasible to perform the emergency procedure 'Offering GLMD messages' before the gate closure time.

- a) If not, TenneT will not take the request in consideration and will inform the market party.
 - b) If so, TenneT will inform the market party and will ask the market party at which phone number she can be reached.
3. TenneT will ask to send the GLMD messages with the accompanying e-mail to the e-mail address of TenneT mentioned in this emergency procedure within a time window specified by TenneT.
 4. TenneT will check whether the accompanying e-mail also contains the default text as described in the emergency procedure 'Offering GLMD messages' and if complemented correctly by the market party and if the e-mail with the GLMD message has been received within the specified time window.
 - a) If not, TenneT will not take the request in consideration and will inform the market party.
 - b) If so, TenneT will sent in only the GLMD messages that relate to the period for which the gate closure applies to the back-end system of TenneT and will notify the market party.
 5. TenneT will notify the market party the status of the GLMD message by replying the e-mail.

All times mentioned in this procedure are Central European Time (CET).

Document versioning

Date	Summary of changes
2019-04-10	Initial version
2021-08-11	Removed unsigned requirement.