

EMERGENCY PROCEDURE FOR SUBMISSION OF MESSAGES CONTAINING MEASURED VALUES

The following emergency procedure came into force on 14 October 2002 and was updated on 21 February 2006 and on 19 April 2011.

Conditions for use of emergency procedure

- a) Grid administrators or measurement officers may only resort to this emergency procedure:
 - when their link to the Central PO Box System (CPS) has failed, their back-up system is not functioning properly, the problem cannot be resolved within one day, and the term of 10 working days in connection with final invoicing is in danger of not being met;
 - to submit EDINE messages (i.e. no EXCEL or other messages) concerning reconciliation, not later than 5 working days after the end of the month, provided a request to that effect has been submitted to TenneT before the end of the month (see step1 of the procedure);
 - to submit EDINE messages (i.e. no EXCEL or other messages) concerning allocation;
 - from Monday through Friday during office hours (i.e. between 9.00 a.m. and 4.00 p.m.);
 - provided the grid administrator or measurement officer has a PC with an Internet connection at his disposal (note: the grid administrator or measurement officer must provide for such a PC configuration himself).

- b) The following measures will be implemented to avoid TenneT receiving other measured values than the grid administrator or measurement officer intended to submit:
 - following the reading in of the data in LIBRA, TenneT will prepare a summary of totals for each of the PRPs (Programme Responsible Parties) of the relevant grid administrator or measurement officer;
 - this summary is faxed to the grid administrator or measurement officer in question with the request to sign it in confirmation and return the signed copy to TenneT;
 - this duly approved copy represents the grid administrator or measurement officer's confirmation to TenneT that the correct measured values have been entered in LIBRA.

- c) As soon as a grid administrator or measurement officer has resorted to the emergency procedure for a second time during any calendar year, he must take a proficiency test at TenneT on the technical facilities for EDINE message traffic.

Procedural steps

1. The grid administrator or measurement officer contacts TenneT by telephone to report that he is having trouble submitting his EDINE messages to TenneT via the CPS.
Telephone number of the TenneT Service Centre: +31 26 373 1717.
2. TenneT asks the grid administrator or measurement officer where he can be reached by telephone and checks whether this number corresponds with the relevant telephone number in TenneT's own records.
3. TenneT calls the grid administrator or measurement officer and provides him with a password to enable TenneT to verify his identity. The grid administrator or measurement officer e-mails his EDINE message to TenneT using the following e-mail address: **V&A-Afhandeling@tennet.eu..** The e-mail message must include the password received from TenneT.