Notification of Party Negotiation Request Form

This Notification of Party Negotiation Request Form should be completed by any SEC Party wishing to initiate the Negotiation stage of the Disputes process, with the aim of reaching an amicable resolution without invoking a formal Dispute as defined under the Smart Energy Code section (F3) Panel Dispute Resolution Role. Please send the completed form to [SECAS@gemserv.com](mailto:SECAS@gemserv.com).

SECAS will review the information provided and agree the appropriate actions in line with the process agreed by the SEC Panel.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Person submitting:** | **Alternate:** | | **Sec Party ID:** | **Date Raised:** | |
| **Operational Area:**    **Operational area (if not in list):** | | **Issue Classification (See Industry Risk Classification on page 2 for details)** | | | |
| **Risk Area:** | | | **Initial Impact:** |
| **Parties Affected: (Please tick all that apply)**  Large Supplier  Small Supplier  Electricity Distributor  Gas Distributor  MAP/MOP/MAM  Registered Supplier Agent  Authorised Third Party  Other SEC Party (please specify) | | | | | |
| **Please provide a one page description of the issue:** | | | | | |
| **Please provide a one page assessment of the impact, risks and costs to other SEC Parties:** | | | | | |
| **Evidence and Supporting information:** (Please attach any additional documentary evidence where available, including any relevant correspondence with any other involved party, where they have given consent for the information to be shared for this purpose) | | | | | |
| **Actions progressed to date:** (Including referrals to other bodies. – e.g. Technical Architecture and Business Architecture Sub-Committee (TABASC), Technical Specification Issue Resolution Subgroup (TSIRS). | | | | | |

**Industry Risk Classification**

