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## Smart Energy Code (SEC) Panel Delegations Register

The Panel's Objectives are to ensure that the Code is given full and prompt effect in a way that will facilitate achievement of the SEC Objectives, and is fair and does not discriminate between SEC Parties or classes of SEC Parties.

The Panel has several Sub-Committees that provide support and assistance by governing and overseeing specific aspects of the SEC. The Panel can delegate decision-making responsibilities to the relevant Sub-Committee which has the appropriate skills and experience required to inform the decision.

In addition, the SEC Panel has responsibilities listed outside of the SEC, i.e. the DCC Licence Conditions, for which it may delegate responsibility to the relevant Sub-Committee.

Rather than amend the SEC, or request amendments to documentation outside of the SEC, the Panel has developed and will maintain a '**Delegations Register**'.

The purpose of this Delegations Register is to inform SEC Parties, DCC Users, DCC and other interested parties of which roles and responsibilities have been delegated from and by the SEC Panel to a Sub-Committee.

The Delegations Register contains:

- the document outlining the Panel's responsibility;
- the specific clause, i.e. activity, that is delegated;
- the associated duty required;
- who it has been delegated from;
- who it has been delegated to;
- whether there is a Dispute/escalation route, and where it would be considered; and
- when the SEC Panel will review whether it is still appropriate for said Sub-Committee to still undertake this delegated role.

The Delegations Register can be found below.

Document Name	Clause	Duty	Delegated From	Delegated to	Delegation in place from	Dispute Route (if necessary)	Review Date when the Panel consider if Delegation still appropriate
SEC	G1.2 – G1.4	The responsibility to determine an appropriate transitional period for standards, procedures and guidelines set out in SEC Section G that the DCC and DCC Users must comply with.	Panel	Security Sub-Committee	The Panel determined to delegate this power to the Security Sub-Committee on 11 <sup>th</sup> August 2017.	N/A	As required by the Panel
SEC	G8.35	The responsibility to determine the assurance status that will be set for a Party following their initial Full User Security Assessment. This is part of the wider User Entry Process.	Panel	Security Sub-Committee	The Panel determined to delegate this power to the Security Sub-Committee on 11 <sup>th</sup> August 2017.	A Party may appeal the SSC's decision to the Panel for determination.	As required by the Panel
SEC	H13.4	The DCC are required to produce a report setting out the Service Levels achieved in respect of each Performance Measure set out in SEC Section H13.1 and SEC Section L8.6.	Panel	Operations Group	The Panel determined to delegate this power to the Operations Group on 9 <sup>th</sup> February 2018.	N/A	As required by the Panel
SEC	F9.15	The DCC shall report to the Panel and SEC Parties on the number of Communications Hubs for which the reason for return, loss or destruction is determined in accordance with this Section F9 to have been a CH Pre-Installation DCC Responsibility or a CH Post-Installation DCC Responsibility.	Panel	Operations Group	The Panel determined to delegate this power to the Operations Group on 9 <sup>th</sup> February 2018.	N/A	As required by the Panel

SEC	F7.21	The DCC shall report to the Panel and SEC Parties on any Network Enhancement Plans that were completed during the previous quarter and any ongoing Network Enhancement Plans.	Panel	Operations Group	The Panel determined to delegate this power to the Operations Group on 9 <sup>th</sup> February 2018.	N/A	As required by the Panel
SEC Appendix AG	2.5.10	The DCC shall collate and make available to Network Parties and the Panel, data related to the time taken to resolve Incidents associated with the exchange of data pursuant to SEC Section E, where the DCC is responsible for resolving the Incident, but in order to do so, activity must be undertaken by a Registration Data Provider.	Panel	Operations Group	The Panel determined to delegate this power to the Operations Group on 9 <sup>th</sup> February 2018.	N/A	As required by the Panel
SEC Appendix AG	3.2	The DCC shall provide details of the Open Operational Problems experienced by DCC Users.	Panel	Operations Group	The Panel determined to delegate this power to the Operations Group on 9 <sup>th</sup> February 2018.	N/A	As required by the Panel
SEC	H9.13	Within two Working Days following resolution of a Major Incident, the DCC or the Incident Party responsible for resolving that Major Incident shall provide a summary report to the Panel in respect of that Major Incident.	Panel	Operations Group	The Panel determined to delegate this power to the Operations Group on 9 <sup>th</sup> February 2018.	N/A	As required by the Panel
SEC	H9.14	Within 20 Working Days following resolution of a Major Incident, the DCC or Incident Party responsible for resolving that Major Incident shall	Panel	Operations Group	The Panel determined to delegate this power to the Operations	N/A	As required by the Panel

		conduct a review regarding that Major Incident and its resolution, and shall report to the Panel and the Authority (and, on request, the Secretary of State) on the outcome of such review.			Group on 9 <sup>th</sup> February 2018.		
SEC Appendix AH	Appendix AH	The Panel to oversee the implementation of non-functional changes to the Self-Service Interface. This includes DCC seeking Panel endorsement of changes, including the reviewing and logging of cost/benefits, their scheduling within the context of the agreed maintenance schedule and the decision to deploy.	Panel	Operations Group	The Panel determined to delegate this power to the Operations Group on 11 <sup>th</sup> May 2018.	N/A	As required by the Panel
SEC	H8.4	The DCC shall consult with and secure the agreement of the SEC Panel should it wish to make any amendments to the Planned Maintenance schedule after providing 20 Working Days' notice.	Panel	Operations Group	The Panel determined to delegate this power to the Operations Group on 4 <sup>th</sup> July 2018	N/A	As required by the Panel
SEC	H3.24	The DCC shall report to the Panel on the actual number of Service Requests sent against the forecasted volumes; and where there are exceptions, details of the Users whose actual volumes of Service Requests sent were less than or equal to 90%, or greater than or equal to 110% of their forecasted volumes.	Panel	Operations Group	The Panel determined to delegate this power to the Operations Group on 15 February 2019	A Party may appeal the OPSG's decision to the Panel for determination.	As required by the Panel
SEC	L8.9	The DCC shall report to the Panel on the actual number of CSRs against the forecasted volumes; and details of the	Panel	Operations Group	The Panel determined to delegate this power	A Party may appeal the OPSG's	As required by the Panel

		Authorised Subscribers whose actual volumes of CSRs submitted were greater than, or equal to, 110% of their forecasted volumes.			to the Operations Group on 15 February 2019	decision to the Panel for determination.	
SEC	H8.15A	Any changes to the Self-Service Interface shall be processed by the DCC in accordance with the "SSI Change Governance Process". Any changes to the SSI Change Governance Process shall be prepared and consulted upon by the DCC and approved by the Panel.	Panel	Operations Group	The Panel determined to delegate this power to the Operations Group on 14 June 2019	A Party may appeal the OPSG's decision to the Panel for determination.	As required by the Panel
SEC	F2.11	The Panel shall create, keep reasonably up-to-date, publish on the Website and notify Parties of changes to a matrix specifying: (a) which Versions of each Technical Specification are incompatible with which Versions of each other Technical Specification; and (b) where applicable, those areas in respect of which the Version of the Technical Specification is not incompatible with the Version of the other Technical Specification but may be subject to the application of particular constraints as identified	Panel	Technical Architecture and Business Architecture Sub-Committee	The Panel determined to delegate this power to the Technical Architecture and Business Architecture Sub-Committee on 16 October 2020	N/A	As required by the Panel
SEC	C2.3 (n)	C2.3 Without prejudice to any other tasks, duties or obligations imposed on the Panel in this Code, the Panel shall, subject to and in accordance with the other provisions of this Code:	Panel	Technical Architecture and Business Architecture	The Panel determined to delegate this power to the Technical Architecture and	N/A	As required by the Panel

		(n) periodically commission a review of the effectiveness of the End-to-End Technical Architecture and the Business Architecture by the Technical Architecture and Business Architecture Sub-Committee, as further described in Section F1 (Technical Architecture and Business Architecture Sub-Committee).		Sub-Committee	Business Architecture Sub-Committee on 13 November 2020		
SEC	F2.1	<p>F2.1 The Panel shall establish and maintain a list (the "Central Products List") of:</p> <p>(a) the SMETS2+ Device Models for which the Panel has received all the Assurance Certificates required for the Physical Device Type relevant to that Device Model (known as the Certified Products List); and</p> <p>(b) in the case of SMETS1 Device Models, those Device Models for which the Panel has received all the information required in accordance with the CPL Requirements Document (which does not require any certification of SMETS1 Devices under the CPA or any other assurance scheme).</p>	Panel	Technical Architecture and Business Architecture Sub-Committee	The Panel determined to delegate this power to the Technical Architecture and Business Architecture Sub-Committee on 13 November 2020	A Party may appeal the TABASC's decision to the Panel for determination.	As required by the Panel
SEC	F2.14	The responsibility to establish and maintain a list of firmware releases, updates, and corresponding	Panel	Technical Architecture and Business	The Panel determined to delegate this power to the Technical	A Party may appeal the TABASC's decision to	As required by the Panel

		Manufacturer contact details (the "Firmware Information Repository").		Architecture Sub-Committee	Architecture and Business Architecture Sub-Committee on 13 November 2020	the Panel for determination.	
SEC	F2.15-17	<p>The responsibility for ensuring the Firmware Information Repository is published and contains the below minimum three fields:</p> <p>(a) A number which uniquely identifies a record on the Central Products List, which is a mandatory field;</p> <p>(b) Manufacturer contact details, which is a mandatory field, to include email address, telephone number and business address; and</p> <p>(c) A free text field for release notes that Manufacturers can record against, which is a mandatory field for completion but the content is at the discretion of the Manufacturers.</p>	Panel	Technical Architecture and Business Architecture Sub-Committee	The Panel determined to delegate this power to the Technical Architecture and Business Architecture Sub-Committee on 13 November 2020	N/A	As required by the Panel
SEC	F1.4 g)	The responsibility to determine the timing and frequency of reviews of the effectiveness of the HAN Requirements.	Panel	Technical Architecture and Business Architecture Sub-Committee	The Panel determined to delegate this power to the Technical Architecture and Business Architecture Sub-Committee on 13 November 2020	N/A	As required by the Panel

SEC	F11	The responsibility to establish, maintain, agree updates to and publish a list of ALCS/HCALCS/APC/SAPC labels which provide a standardised naming convention for all possible ALCS, HCALCS, APCs and SAPCs (the "ALCS/HCALCS/APC/SAPC Labels List").	Panel	Technical Architecture and Business Architecture Sub-Committee	The Panel determined to delegate this power to the Technical Architecture and Business Architecture Sub-Committee on 13 November 2020	A Party may appeal the TABASC's decision to the Panel for determination.	As required by the Panel
DCC Licence Schedule 5	Annex 2: Part B: 2A	The responsibility to consult with the DCC and approve the scope of the DCC Independent Security Assessment.	Panel	Security Sub-Committee	The Panel determined to delegate this power to the Security Sub-Committee on 16 April 2021	The DCC may appeal the SSC's decision to the Panel for determination.	As required by the Panel
SEC	D	The responsibility to decide whether a Modification Proposal is ready for a DCC Impact Assessment to be requested.	Panel	Change Board	The Panel determined to delegate this power to the Change Board on 18 June 2021	N/A	As required by the Panel
SEC	D	The responsibility to consider each Modification Report and the responses received in response to the Modification Report Consultation.	Panel	Change Board	The Panel determined to delegate this power to the Change Board on 18 June 2021	N/A	As required by the Panel
SEC	D	The responsibility to decide (for Self-Governance Modifications) or recommend to the Authority (for all other Modification Proposals) whether to approve or reject the Modification Proposal in the form set out in the Modification Report (and, where there	Panel	Change Board	The Panel determined to delegate this power to the Change Board on 18 June 2021	N/A	As required by the Panel



		is at least one Alternative Solution, confirm whether the approval or rejection relates to the Proposed Solution or to an Alternative Solution).					
SEC	D	The responsibility to recommend to the Authority whether to approve or reject a proposed Authority-Led Variation.	Panel	Change Board	The Panel determined to delegate this power to the Change Board on 18 June 2021	N/A	As required by the Panel
SEC	D	The responsibility to oversee and progress Draft Proposals through the Development Stage, and to review any decision by SECAS to refuse a Draft Proposal.	Panel	Change Sub-Committee	The Panel determined to delegate this power to the Change Sub-Committee on 18 June 2021	N/A	As required by the Panel
SEC	D	The responsibility to consider whether a Draft Proposal or Modification Proposal would fall within the scope of a Significant Code Review.	Panel	Change Sub-Committee	The Panel determined to delegate this power to the Change Sub-Committee on 18 June 2021	N/A	As required by the Panel
SEC	D	The responsibility to convert Draft Proposals to Modification Proposals.	Panel	Change Sub-Committee	The Panel determined to delegate this power to the Change Sub-Committee on 18 June 2021	N/A	As required by the Panel
SEC	D	The responsibility to oversee Modification Proposals through the Refinement Stage, determining the timetable for each Modification	Panel	Change Sub-Committee	The Panel determined to delegate this power to the Change Sub-	N/A	As required by the Panel

		Proposal's progression and convening Working Groups as required.			Committee on 18 June 2021		
SEC	D	The responsibility to approve Modification Reports for progression to final decision, and to determine if the Modification Proposal should be a Self-Governance Modification.	Panel	Change Sub-Committee	The Panel determined to delegate this power to the Change Sub-Committee on 18 June 2021	N/A	As required by the Panel
SEC	D	The responsibility to review any referral made to a decision by the Change Board under Self-Governance and to determine whether to uphold or overturn this decision.	Panel	Change Sub-Committee	The Panel determined to delegate this power to the Change Sub-Committee on 18 June 2021	N/A	As required by the Panel
SEC	D	The responsibility to review a direction by the Authority to send back a Modification Report and to determine the steps to follow to resolve the Authority's queries.	Panel	Change Sub-Committee	The Panel determined to delegate this power to the Change Sub-Committee on 18 June 2021	N/A	As required by the Panel
SEC	D	The responsibility to determine whether to progress and approve a Modification Proposal as a Fast-Track Modification and to revise the progression of such a Modification Proposal if this decision is appealed by a Party.	Panel	Change Sub-Committee	The Panel determined to delegate this power to the Change Sub-Committee on 18 June 2021	N/A	As required by the Panel
SEC	D	The responsibility to review a request for Urgency and issue a recommendation and proposed timetable for this to the Authority.	Panel	Change Sub-Committee	The Panel determined to delegate this power to the Change Sub-	N/A	As required by the Panel

					Committee on 18 June 2021		
SEC	D	The responsibility to reviewing the Modification Report for an Authority-Led Variation and refer this to the Change Board for vote.	Panel	Change Sub-Committee	The Panel determined to delegate this power to the Change Sub-Committee on 18 June 2021	N/A	As required by the Panel
SEC	D	The responsibility to oversee the implementation of approved Modification Proposals in accordance with the SEC Release Implementation Document, and to approve the SEC Release Implementation Document for each scheduled SEC Release.	Panel	Change Sub-Committee	The Panel determined to delegate this power to the Change Sub-Committee on 18 June 2021	N/A	As required by the Panel
SEC	D	The responsibility to review any request to revise the implementation date for an approved Modification Proposal and to determine whether to issue such a request to the Authority in response to this.	Panel	Change Sub-Committee	The Panel determined to delegate this power to the Change Sub-Committee on 18 June 2021	N/A	As required by the Panel