**RIIO-T1/GD1/ED1 DATA ASSURANCE**

**Irregular Submission Assurance Report**

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| **Company** |  |
| **Sector** |  |
| **Networks** |  |
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|  |
| **Name of Irregular Submission** |  |
| **Required by[[1]](#footnote-1)** |  |
| **Required information** |  |
| **Submission date** |  |

**Contents**

[1 Risk Assessment and Data Assurance Done for Irregular Submission 3](#_Toc409778649)

[2 Errors Identified in Previous Related Submission 3](#_Toc409778650)

**Version History**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Version No.** | **Changes** | **Purpose** | **Author** | **Release Date** |
| 1.0 | For consultation |  | Ofgem | 17/12/14 |
| 1.1 | Changed report title to “Irregular Submissions Assurance Report” | Final Decision | Ofgem | 03/02/15 |

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| --- |
| **General guidance on completing this report template:** |
| * *Boxes shaded in yellow should be completed.* * *Each section and subsection should be completed* * *Licensees may add additional subheadings within sections/subsections* * *Additional sections should be added as appendices.* |

# Risk Assessment and Data Assurance Done for Irregular Submission

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| **Guidance on completing this section:** | |
| *This is the main body of the document, containing a review of what was done to assure the data. This section must include the risk assessment results (impact score, probability score and total risk rating). It may also include optional further commentary with specific focus on the findings from the assurance activities eg:*   * *For high and critical risk submissions, a brief explanation of the main cause of high, critical risks (driver of high impact and/or probability scores).* * *For high and critical risks, details of data assurance activities, including actions (with purpose, desired outcome, deadlines, completion date, completed or ongoing).* * *Why the data assurance activities were appropriate and why they have been selected in preference to other available options.* | |
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| **Supporting documentation** | |
|  | Please include details of written documentation of assurance (audit reports, sign off documents) if any. |

# Errors Identified in Previous Related Submission

|  |  |
| --- | --- |
| **Guidance on completing this section:** | |
| *Include an explanation of any material errors identified up until the submission date of the annex (not only in the previous 12 months period but any time in the past). Please include the following:*   * *Which submission the error relates to.* * *Statement on incomplete, inaccurate or late submissions.* * *Error description.* * *Error identification date.* * *Error impact score and description of realised impact of the error.* * *Was the error corrected? When?* * *What assurance activity will be undertaken to prevent future occurrence?* | |
|  | |
|  | |
| **Supporting documentation** | |
|  | Please include references to any reports to Ofgem of errors relating to the submission. |

1. State licence condition or provide other explanation (e.g. in response to request from Ofgem…) [↑](#footnote-ref-1)