

UNIFORM NETWORK CODE – TRANSPORTATION PRINCIPAL DOCUMENT

SECTION Q – EMERGENCIES

To be inserted as a new paragraph 2.8

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2.8 Site Characteristics Register

2.8.1 For the purposes of this Section Q:

- (a) a **“Site Characteristics Register”** means the register established [1](and amended from time to time) by the Transporter [2]containing the site specific Site Characteristics of a Site Characteristics Consumer.
- (b) **“Site Characteristics”** means the preferred shut down timescales and preferred gas needs of the Site Characteristics Consumer during an Emergency.
- (c) a **“Site Characteristics Consumer”** is a consumer of a Supply Point which is Daily Read and connected to the Distributed Network (provided always that such consumer is not already a Priority Consumer) who satisfies the Site Characteristics Criteria and whose name appears on the Site Characteristics Register in accordance with the provisions of paragraph 2.8.3.
- (d) **“Site Characteristics Criteria”** means the criteria set out at paragraph 2.8.2(a) for the purposes of assisting Users determine which consumers are eligible to be Site Characteristics Consumers.

2.8.2 A User shall be precluded from making a submission (**“Site Characteristics Submission”**), on behalf of consumer, for the consumer to be added to the Site Characteristics Register unless:

- (a) it can demonstrate through independent analysis that it will suffer damage or cause a hazard (including the time and financial cost to replace equipment and an estimate of lost production) if they are required to shut down immediately;
- (b) it is a Class 1 site as defined in G1.5; and
- (c) it is not an NTS Supply Point

2.8.3 [3]A User shall be entitled to make a Site Characteristics Submission at any time on behalf of consumer to the relevant Transporter[4], and must, when submitting a Site Characteristics Submission, state in each Site Characteristics Submission:

- (a) the name and (in the case of a corporation) registered office of the consumer;
- (b) the relevant Meter Point Reference Number;
- (c) the names and/or job titles of representatives of the consumer who can be contacted during an Emergency with at least three telephone number for each representative by means of which the Transporter may contact them, 24 hours a day;

- (d) the Site Characteristics of the consumer;
 - (e) detailed and independent justification for the Site Characteristics Submission (including the time and financial cost to replace equipment and an estimate of lost production) if they are required to shut down immediately;
 - (f) the Gas Year (or part thereof) the Gas Year the Site Characteristics Submission is intended for; and
 - (g) any information that the Transporter may reasonably require to enable it to consider such Site Characteristics Submission.
- 2.8.4 Any Site Characteristics Submission made by a User in accordance with paragraph 2.8.2 and 2.8.3 shall only be deemed valid where it relates to a single Meter Point Reference Number.
- 2.8.5 The Transporter shall respond to each Site Characteristics Submission submitted within 90 calendar days after a Site Characteristics Submission is received stating in its response:
- (a) the name and (in the case of a corporation) registered office of the consumer;
 - (b) the Meter Point Reference Number of the consumer;
 - (c) whether the site's information has been placed onto the Site Characteristics Register;
 - (d) the period the meter will be present on the Site Characteristics Register; and
 - (e) whether any further information is required by the Transporter.
- 2.8.6 Where the Transporter requests further information in accordance with paragraph 2.8.5(e), the Transporter shall either accept or reject the submission within 14 days of receiving the additional information requested.
- 2.8.7 Once the consumer has been accepted onto the Site Characteristics Register, it will remain on the Site Characteristics Register until end of the Gas Year to which the Site Characteristics Submission relates and as specified in the Site Characteristics Submission in accordance with paragraph 2.8.3(f) and the Transporter's response in accordance with paragraph 2.8.5(d).
- 2.8.8 A Site Characteristics Submission to be added to the Site Characteristics Register for the next Gas Year may only be made up to 120 calendar days in advance of that Gas Year. By way of example:
- (a) Site Characteristic Submissions made between 3 June (which is 120 calendar days before the end of a Gas Year) and 30 September will need to specify to which Gas Year the Site Characteristics Submission relates. For example, a Site Characteristics Submission made on 10 June 2015 will need to specify whether the Site Characteristics Submission relates to Gas Year 2014/2015 or 2015/2016; and
 - (b) Site Characteristic Submissions made between 1 October and 2 June will be registered in the Gas Year in which the Site Characteristics Submission is made. For example, a Site Characteristics Submission made on 26 January 2015 cannot specify that it relates to the 2015/2016 Gas Year (which commences on 1 October 2015). It must, for the purposes of paragraph 2.8.3(f),

state that it relates to the 2014/2015 Gas Year (which commenced on 1 October [11]2014).

- 2.8.9 Once submitted the Site Characteristics Submission may be amended if agreed to by the Transporter (this process can be initiated by either party and is intended to accommodate changes following any discussion). Any update will be treated as an acceptance onto the Site Characteristics Register, subject always to the criteria set out at paragraphs 2.8.2 and 2.8.3. being satisfied.[12]
- 2.8.10 In order for any Site Characteristics Consumer to remain on the Site Characteristics Register, the Registered User shall be required to send another Site Characteristics Submission in accordance with paragraphs 2.8.2 and 2.8.3. If the Site Characteristics Submission is successful the Site Characteristics Consumer will remain on the Site Characteristics Register for a further year until 30 September. The Registered User will need to go through this process every year if it would like the Site Characteristics Consumer to remain on the Site Characteristics Register.[13]
- 2.8.11 The Registered User shall promptly inform the Transporter where it becomes aware (and shall take reasonable steps to ensure that it does become aware) that a site no longer meets the Site Characteristics Criteria, whereupon the Transporter shall update the Site Characteristics Register.[14] For the avoidance of doubt, the Transporter shall be under no obligation to verify or update the information that has been provided to it by the Registered User.[15]
- 2.8.12 The Transporter shall be entitled to share any or all of the information contained on the Site Characteristics Register with National Grid NTS.[16]
- 2.8.13 The Transporter shall have regard to the Site Characteristics Register during any Emergency, but is not obliged to act on the information contained on the Site Characteristics Register.[17]
- 2.8.14 Users and Transporters acknowledge that in an Emergency the Site Characteristics Consumer's interests will be subordinate to the need to take Emergency Steps in accordance with this Section Q and nothing in this Section Q or the Emergency Procedures shall limit the ability of the Transporter to take any action or step necessitated in its judgment in the interests of safety by an Emergency nor provide the Site Characteristics Consumer with any entitlement to preferential treatment against any other consumer[18].