

DN HEADER
ADDRESS

DATE

Dear,

Sub-deduct Networks Survey

The Gas Supply to your premise has been identified as a “Sub Deduct” arrangement as the [Distribution Network] responsible for Gas Transportation in your area we required by Ofgem to undertake a survey of your installation.

Ofgem published an open letter on 11th August 2008 seeking your support with the requirement placed to undertake a technical survey of sub-deduct networks. A copy of the Ofgem letter is enclosed for reference.

In order to undertake this survey, it will be necessary to visit each meter site to gather the required data. The information request from Ofgem has also been enclosed for your reference.

[Gas Distribution Network] would like to visit your site on [date 2009] using suitably qualified personnel to undertake the survey visits. Could you please provide information on your site regarding any safety requirements and suitable access times etc.

I have appointed [Mr XXXXX]to lead this project and he can be contacted at the address on the head of this letter. He can be contacted by email at this address; [\[tony.hughes@scotiagasnetworks.co.uk.\]](mailto:tony.hughes@scotiagasnetworks.co.uk)

If you have any queries regarding this letter then please contact [XXX] and we will pleased to endeavour to deal with these for you.

Yours

[Distribution Network
Distribution Asset Manager]