

REQUIREMENTS TO BE MET BY PARTIES CONDUCTING REVENUE PROTECTION WORK

NOTE: These apply to both 'in-house' operations and those being carried out on behalf of another Party

1. Technical Qualifications for Revenue Protection Operatives

- 1.1 Subject to 1.3 below, operatives must have CORGI Registration and be approved to the appropriate ACOPS level.
- 1.2 Where operatives undertake meter work, they must be ACOPS (Approved Code of Practice) qualified to the level appropriate to the work, e.g. meter removal would be one level and meter exchange a more advanced level). ACOPS training should be provided by CORGI approved training providers.
- 1.3 Where operatives do not undertake meter work, then no technical qualifications will be necessary

2. Regulatory Requirements

- 2.1 The company shall be aware of the requirements on Suppliers and Shippers, both in relevant legislation and in Licence Conditions, and shall comply. Operatives shall be aware of their duties to ensure compliance
- 2.2 The company shall ensure that operatives installing meters, e.g. for exchanges or forensic examinations, shall be 'approved persons' as defined within The Gas Supplier Licence and Gas Transporter Licence.

3. Working Practices

The company and its operatives shall agree to follow the procedures as contained in the Code of Practice for dealing with the Illegal Use of Gas.

4. Administrative

- 4.1 The company shall keep records of the training and qualification of all staff (SLC 24B of the Suppliers Licence) and make these available to Ofgem if requested.
- 4.2 Attention is drawn to the existence of a National Vocational Qualification in Revenue Protection work that is particularly relevant to section 4 above.