

# Proposal for Updating Supplemental Agreements

## Objective

The process requires modification and refinement:

- to make it fit for purpose for future use, and also make improvements that will make the review of changes efficient for all operators to process; and
- to incorporate the requirements for tri-partite sites

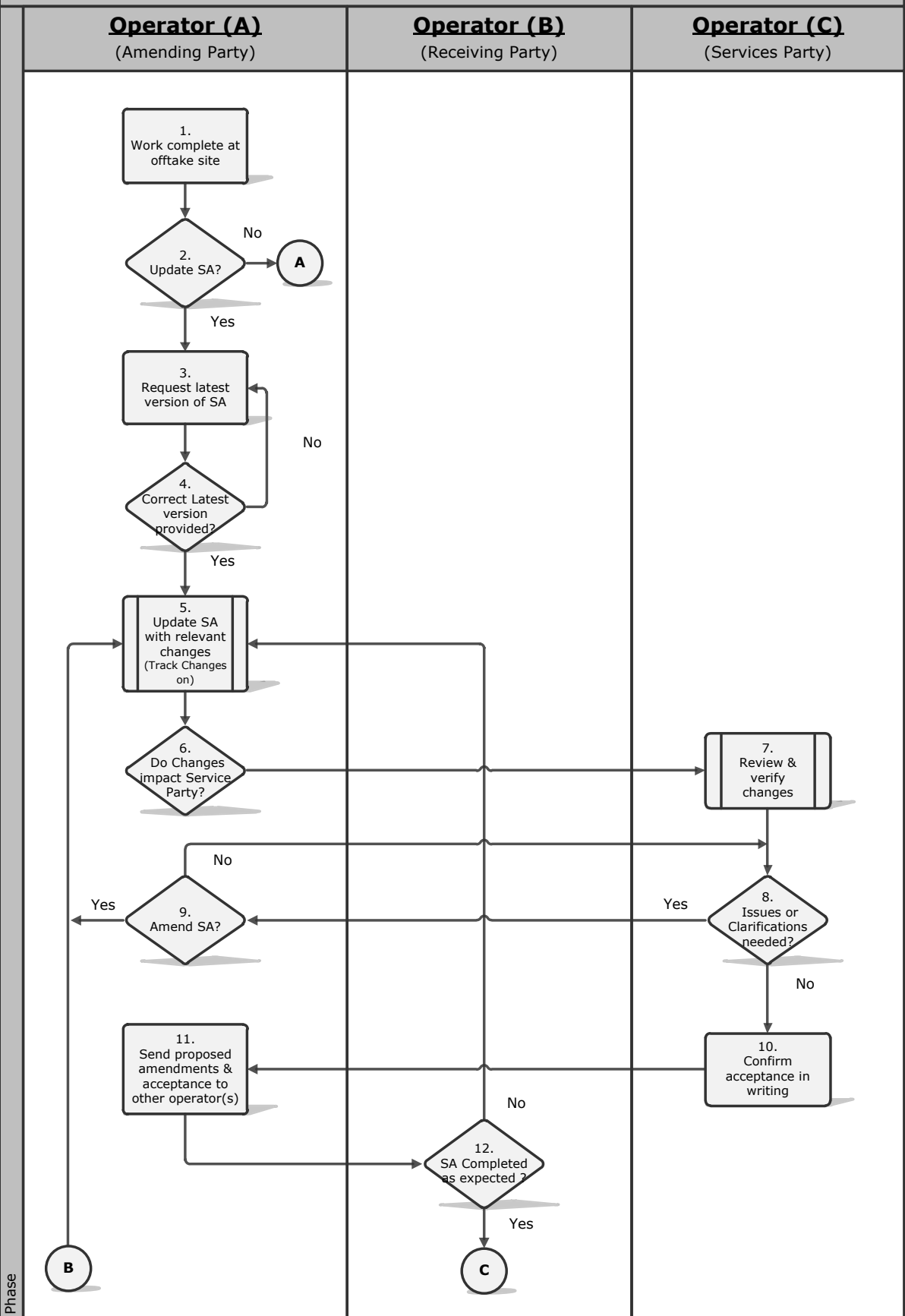
## Business Rules

- any party can initiate the update process and draft proposed changes;
- any amendments provided must have updated the relevant current version of the supplemental agreement and track changes **must** have been applied so that the other operator(s) can quickly identify the changes made for prompt and an efficient review to take place;
- for tri-partite sites, the initiating or amending party shall assess the impact on the services party and will seek approval for any modifications to the site services (Section 3 within the SA template). Where this occurs, the amending party will provide the written confirmation from the services party that the amendments to site services have been duly reviewed and agreed upon, before submission of the revised SA to the operator.
- the process will apply to all site types;
- other receiving party or parties may require further additional information from the amending party to support to acceptance of the revised supplemental. This is covered by OAD Section N3.3.

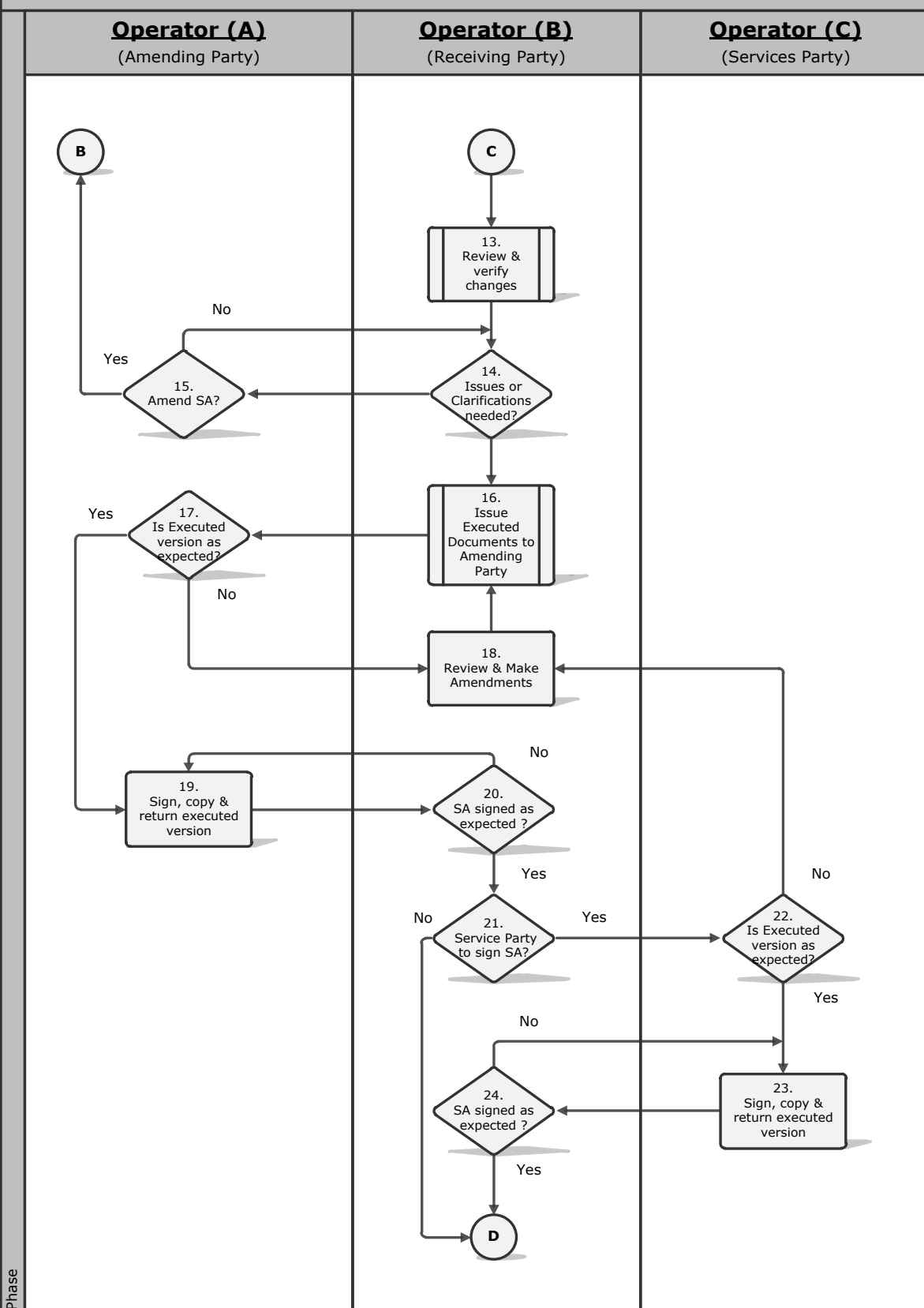
## Outstanding Issues

- the timescales in OAD Section N3.3, concerning the processing of revised Supplemental Agreements, need to be amended and revised timescales agreed that are acceptable to all operators.
- The detail behind the process steps still needs to be developed however, agreement is required first on the process steps.
- The procedural document covering this process needs to be committed as a subsidiary document.
- The current arrangements in OAD Section N3.3 need to be revised so that they are clear and less unambiguous

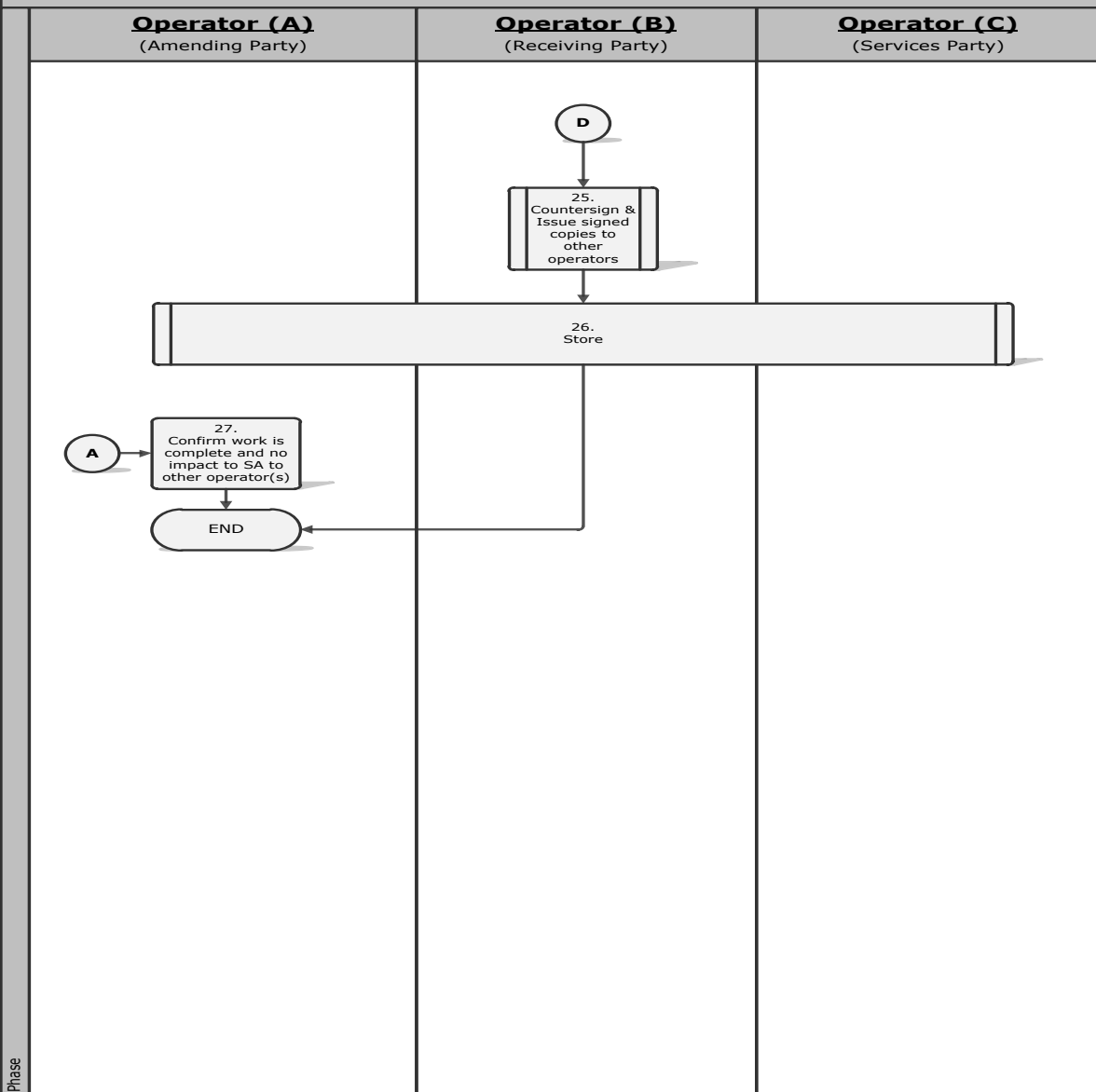
OAD Process: Updating Supplemental Agreements (v0.2)



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