

**UNC Workgroup 0479S / 0479A Agenda  
Inclusion of email as a valid UNC communication**

**Friday 12 December 2014**

**at 31 Homer Road, Solihull B91 3LT**

*Please Note: This meeting will be considered during the Governance Workgroup*

**1.0 Review of Minutes and Actions**

- 1.1 Minutes
- 1.2 Actions

**2.0 Workgroup Report**

- 2.1 Amended Modification (Business Rules)
- 2.2 Consideration of User Pays
- 2.3 Review of Impacts and Costs
- 2.4 Review of Relevant Objectives
- 2.5 Consideration of Wider Industry Impacts
- 2.6 Development of Workgroup Report

**3.0 Next Steps**

**4.0 Any Other Business**

**5.0 Diary Planning**

**Action Table**

<b>Action Ref</b>	<b>Meeting Date</b>	<b>Minute Ref</b>	<b>Action</b>	<b>Owner</b>	<b>Status Update</b>
<b>1101</b>	05/11/14	2.2	NGN to consider the use of term Business Days for deeming receipt of emails which roll over into the next working day (ie. received after 16:01 hrs)	NGN (ARS)	<b>Pending</b>
<b>1102</b>	05/11/14	2.2	Xoserve to assess the requirements of a register and provide a view on the management of such a register including a view of potential costs.	Xoserve (DA)	<b>Pending</b>
<b>1103</b>	05/11/14	4.1	Transporters to provide a view on individual modifications to insert email as a form of communication for processes within the UNC.	All Transporters (CW)	<b>Pending</b>

Please contact the Joint Office if you wish to use teleconference facilities for this meeting

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