

UIP/GT Fast Track Self Connection Process (Wales & West Utilities UIP/GT Briefing Note 1)

1. Introduction

In order to streamline the UIP/GT self connection process changes are being made to enable customers to bypass the quotation request stage and submit their request at the acceptance stage. This change is limited to self connection works within the scope of the standard pressure matrix, or self connection works following a land enquiry response without reinforcement.

Wales & West Utilities will continue to provide a connection quotation where requested.

In addition the quotation variation process has been revised where a UIP/GT has received a quotation for Wales & West Utilities to connect, but decides to follow a self connect option.

2. Fast Track Process Changes

The UIP/GT will be required to submit a new combined connection request and acceptance form. UIP requests should be made on form CONN_FM138a. iGT requests should be made on form CONN_FM153a.

The new forms allow submission of minimum information requirements under Wales & West Utilities Connections Business Rules and confirmation of the minimum design pressure. This should either be the design pressure provided under the standard pressure matrix of the design pressure quoted by Transco under the Land Enquiry process.

For GT submissions where other NExA related pressure information has been provided at the land enquiry stage the GT should include this information in the request form. Where a standard pressure is being used Wales & West Utilities will confirm any additional NExA pressure related information at the acceptance stage.

For GT submissions CONN_FM153a will form the basis of Schedule 1 & 2 (Annex B) of the NExA.

Wales & West Utilities will validate the request/acceptance form to ensure it meets the current requirements.

Wales & West Utilities will issue an acknowledgement of acceptance confirming approval in principle subject to receipt of design submission or issue a rejection letter stating the reasons for rejection. For GT requests within the scope of the standard pressure matrix any additional NExA related pressure information will be provided in the acknowledgement letter.

3. Quotation Variation Process Changes

Where a UIP/GT customer has received a Wales & West Utilities Connection Quotation but then wishes to follow a self connect option a new form has been developed to inform Wales & West Utilities of the change. This removes the requirement for Wales & West Utilities to send a variation form and await acceptance by the customer. The process is as follows:

- Where the customer is returning an acceptance for a Wales & West Utilities quoted connection, but wishes to proceed with a self connect option the customer

should submit the original quotation documentation indicating their intention to self connect and striking out any Wales & West Utilities connection price. The customer should always complete and sign the revised CONN_FM140 form accepting the new terms.

Wales & West Utilities will provide an acknowledgement of the amended terms.

- Where the customer has accepted a Wales & West Utilities connection and received a planning date, but then decides to self connect, the customer should complete the revised CONN_FM140 accepting the new self connect terms. Contractually this notification should be issued within 5 days of receipt of the Wales & West Utilities planned date. Wales & West Utilities will provide an acknowledgement of the amended terms and cancel the planned works.

4. Contract Changes

In order to make these changes an amendment will be required to section 2.4 of the UIP/GT connection, Service Disconnection and Service Alteration Agreement, authorising works to proceed subject to any other permissions on receipt of an acknowledgement of acceptance from Wales & West Utilities. A letter should be sent to signatories of the connection agreement requesting acceptance for the modified contract terms.

5. Implementation

This process will be implemented for job requests received after close of business on 30 December 2005.