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**iGT082DG - Non-effective Days for Cutover to Single Service Provision**

**Terms of Reference**

**Purpose**

This Work Group has been established to develop modification iGT 082.

**Background**

To cutover to the iGT agency services model created by modification 039 - Use of a single Gas Transporter agency for the common services and systems and processes required by the iGT UNC, a period of time is required to prepare and migrate data. This requires a number of non-effective days during which files to update and maintain the Supply Point Register and for supply point administration activities cannot be submitted.

**Deliverables**

The Work Group is asked to deliver:

* A final report outlining the findings of the Group, including:
  + List of processes and files impacted by the proposal;
  + Whether the approach in iGT082 is appropriate (including whether any other alternatives could be developed);
  + Any recommendations for changes to the iGT UNC.
* Suggested amendments to the modification proposal (if required).
* Agreed principles for proposed legal text.
* Proposed legal text.

Reports of progress will be provided to the iGT UNC Modification Panel at each meeting held

throughout the period of the Work Group.

**Scope**

The Work Group will consider:

* The files and processes impacted by the proposed non-effective day period.
* How impacted files will be processed and when.
* Whether there are any licence implications for supplier parties.
* Any concerns raised by parties.
* Any other potential solution.

**Composition**

iGTs, shippers, suppliers, Ofgem, Xoserve and any other interested party.

Meetings will fall under IGT062 arrangements.

**Information Sources**

* IGT UNC
* Supplier licence
* Previous instances where non-effective days have been used
* Potential equivalent UNC modification to introduce non-effective days under the UNC.

Parties have been asked to submit a list of queries and concerns ahead of the first meeting to aid discussion.

**Dependencies**

* Panel Approval of iGT039 followed by Ofgem decision(expected March).

**T**i**metable**

The development work is expected to commence at the beginning of November 2015 and between 2 and 3 meetings are expected in order to complete this work.

**Approval**

These terms of reference are subject to approval by Panel. However, the Work Group may

recommend changes to the Terms of Reference if required.