

Stage 03: Final CUSC Modification Report (Self-Governance)

Connection and Use of System Code

CMP257

'Enabling the electronic (email) issue of 'offers' to customers

What stage is this
document at?

01	Code Administrator Consultation
02	Draft CUSC Modification Report
03	Final CUSC Modification Report

CMP257 seeks to allow for the electronic issue of offers and other formal documents (where agreed) and removes the obligation to provide hard copies of documentation once elected.

Published on: 12 April 2016



National Grid's opinion:

CMP257 better facilitates Applicable CUSC Objective (a) and therefore should be implemented.



Low Impact:

CUSC Parties



The CUSC Panel Conclusion:

The Panel voted and unanimously agreed that CMP257 better facilitates Applicable CUSC Objective (a) as it increases efficiency and therefore should be implemented.

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Any Questions?

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Code Administrator



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Proposer:

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Transmission Plc

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About this document

This is the Final CUSC Modification Report which contains responses to the Code Administrator Consultation and details of the CUSC Panel vote and decision to implement CMP257.

Document Control

Version	Date	Author	Change Reference
1.0	12 th January 2016	Code Administrator	Draft CUSC Modification Report
2.0	21 st January 2016	Code Administrator	Draft CUSC Modification Report to CUSC Panel
2.1	18 th February 2016	Code Administrator	Updated Draft CUSC Modification Report to CUSC Panel
2.2	10 th March 2016	Code Administrator	Updated Draft CUSC Modification Report to CUSC Panel
3.0	13 th April 2016	Code Administrator	Final CUSC Modification Report

1 Summary

- 1.1 This document describes the CMP257 CUSC Modification Proposal and contains responses from the Code Administrator Consultation and CUSC Panel decision to implement the modification.
- 1.2 CMP257 was proposed by National Grid Electricity Transmission and submitted to the CUSC Modifications Panel for their consideration on 27th November 2015. A copy of this Proposal is provided in Annex 1. The Panel decided that this Modification should be classed as Self-Governance and should proceed directly to Code Administrator Consultation for 20 Working-Days.
- 1.3 CMP257 seeks to allow for the electronic issue of offers and other formal documents (where agreed) and removes the obligation to provide hard copies of documentation once elected.
- 1.4 This Draft CUSC Modification Report has been prepared in accordance with the terms of the CUSC. An electronic copy can be found on the National Grid Website, <http://www2.nationalgrid.com/UK/Industry-information/Electricity-codes/CUSC/Modifications/CMP257/>, along with the CUSC Modification Proposal Form.

National Grid's Initial view

- 1.5 National Grid believes CMP257 should be implemented as it better facilitates Applicable CUSC Objective (a) by improving the efficiency of the application process.

CUSC Panel recommendation

- 1.6 At the CUSC Modifications Panel meeting on 18th March 2016 the Panel voted by unanimously agreed that CMP257 better facilitates Applicable CUSC Objective (a) as it increases efficiency and therefore should be implemented.

2 Defect

- 2.1 Currently the CUSC does not allow for the electronic (email) issue of 'Offers' e.g. Connection Offers or Use of System Offers, or other formal documents. It requires National Grid (amongst the other options under CUSC Section 6.21) to print and post hard copies of these documents to send to customers even if the customers have requested electronic copies of their documents, therefore creating unnecessary administration and time costs.
- 2.2 If the CUSC allowed for electronic issue of these documents and the customer to 'opt out' of receiving hard copies of documentation, this would reduce these unnecessary administration and time costs creating a more efficient process.

3 Modification Proposal

- 3.1 CMP257 seeks to make several changes to the CUSC to allow for the electronic issue of 'offers' and other formal documents (where agreed by the customer) and removes the obligation to provide hard copies of documentation once elected.
- 3.2 This modification would provide an additional option for customers to choose the format in which they receive their 'Offers' from National Grid (and other documentation as and where agreed) and would make the process of providing 'Offers' more efficient.

4 Proposed Implementation and Transition

- 4.1 It is proposed that CMP257 (if approved by the CUSC Panel) should be implemented one Working day following closure of the fifteen Working Day appeals window (if no successful appeals are received).

Impact on the CUSC

5.1 Changes to CUSC Exhibits as follows:

- Exhibit B - Connection Application
- Exhibit C - Connection Offer
- Exhibit D - Use of System Application
- Exhibit E - Use of System Offer
- Exhibit F - Use of System Application
- Exhibit G - Use of System Supply Offer and Confirmation Notice
- Exhibit H - Use of System interconnector Offer and Confirmation Notice
- Exhibit I - Modification Application
- Exhibit J - Modification Offer
- Exhibit Q - BELLA Application
- Exhibit R - BELLA Offer

Impact on Greenhouse Gas Emissions

5.2 None identified.

Impact on Core Industry Documents

5.3 None identified.

Impact on other Industry Documents

5.4 None identified.

Costs

Industry costs (Standard CMP)	
Resource costs	<p>£2,723 - Consultations</p> <ul style="list-style-type: none"> • 1.5 man days effort per consultation response • 3 consultation respondents
Total Industry Costs	£2,723

Impact on other Industry Documents

- 6.1 For reference, the Applicable CUSC Objectives, as defined in the Transmission Licence are;
- a) The efficient discharge by the Licensee of the obligations imposed on it by the Act and the Transmission Licence.
 - b) Facilitating effective competition in the generation and supply of electricity, and (so far as consistent therewith) facilitating such competition in the sale, distribution and purchase of electricity.
 - c) Compliance with the Electricity Regulation and any relevant legally binding decision of the European Commission and/or the Agency.

National Grid's view

- 6.2 National Grid believes CMP257 should be implemented as it better facilitates Applicable CUSC Objective (a) by improving the efficiency of the application process.

7 Code Administrator Consultation Responses

7.1 The CMP257 Code Administrator Consultation closed on 8th January 2016 and received three responses. These are summarised below and are provided in full in Annex 3.

Respondent	Do you agree that the CMP257 Proposal better facilitates the Applicable CUSC Objectives?	Do you agree with the Proposed Implementation?	Do you have any other comments?
E.ON and Uniper	Yes. For the reasons given in the consultation	Yes.	We would encourage National Grid to consider whether further future changes are required for other documents such as LDTEC and STTEC offers. We would welcome flexibility for documents other than Offers to be provided electronically where both parties agree.
RWE	No. We do not agree with the Draft Legal text 6.21.3 that “electronic communications...shall be deemed to have been received 10 minutes after it has been sent...”. Given the vagaries or email reliability and delivery, we believe this unreasonable. We believe positive confirmation of receipt from the intended recipient. Without this safeguard in place, CUSC parties may be reluctant to agree to Offers being provided only by electronic means. We believe that if CMP257 incorporated this requirement it would better facilitate the CUSC objectives. We also believe that CMP257 is too narrow in scope as it only applies to Offers issued by National Grid.	Subject to our other comments, we support the implementation approach.	We would suggest that CMP257 also applies to the submission of a CUSC Application by a CUSC Party to National Grid. We would suggest that the Legal text provides for more than one email address to be provided. We believe it would be useful for CMP257 to be extended to other CUSC documents, in particular LDTEC and STTEC.
Scottish Power	Yes. Better facilitates objective (a) as it improves the efficiency of the connection process.	Yes.	We support the use of electronic communication and think it should be adopted as far as practicable for communication under the CUSC. Use of electronic communication should always be subject to prior agreement between parties. We would be interested to know how National Grid would record Parties’ formal agreement and where this information would be stored.

CUSC Panel Recommendation Vote

- 8.1 At the CUSC Modifications Panel meeting on 18th March 2016, the Panel voted on CMP257 where they unanimously agreed that CMP257 better facilitates Applicable CUSC Objective (a) as it increases efficiency and therefore should be implemented. Garth Graham was absent for the vote and gave his voting rights to James Anderson, Simon Lord was also absent for the vote and gave his voting rights to Paul Jones. Nikki Jamieson was also absent and gave her voting rights to Andrew Wainwright.

Panel member	(a)	(b)	(c)	Overall
Paul Mott	Yes	Neutral	Neutral	Yes
Cem Suleyman	Yes	Neutral	Neutral	Yes
Paul Jones	Yes	Neutral	Neutral	Yes
James Anderson	Yes	Neutral	Neutral	Yes
Garth Graham	Yes	Neutral	Neutral	Yes
Kyle Martin	Yes	Neutral	Neutral	Yes
Simon Lord	Yes	Neutral	Neutral	Yes
Bob Brown	Yes	Neutral	Neutral	Yes
Nikki Jamieson	Yes	Neutral	Neutral	Yes

Connection and Use of System Code (CUSC)

Title of the CUSC Modification Proposal
CUSC amendment to enable the electronic (email) issue of 'offers' to customers.
Submission Date
19 November 2015
Description of the Issue or Defect that the CUSC Modification Proposal seeks to address
In its current form CUSC does not allow for the electronic (email) issue of 'offers' e.g. Connection Offers or Use of System Offers, or other formal documents, as an acceptable form of issue and in practice this results in 'offers' being printed and posted, even where provided to customers electronically in parallel and/or where not requested. Therefore the defect is a more limited choice of 'offer' provision than could be available for customers and in some cases an unnecessary administrative burden on National Grid.
Description of the CUSC Modification Proposal
This proposal aims to make a handful of changes to CUSC (as per the draft legal text below) to allow for the electronic issue of 'offers' and other formal documents (where agreed) and removes the obligation to provide hard copies of documentation once elected. The proposed change would result in an additional option for customers to choose the format by which they receive 'offers' and could save National Grid wasted administration cost and time by removing the obligation to provide a hard copy of documentation where not required by the customer.
Impact on the CUSC
There is minimal impact on CUSC as per the draft legal text proposed below.
Do you believe the CUSC Modification Proposal will have a material impact on Greenhouse Gas Emissions? Yes / No
No
Impact on Core Industry Documentation. Please tick the relevant boxes and provide any supporting information
No other core industry documentation is affected by this proposal.

Urgency Recommended: Yes / No
No
Justification for Urgency Recommendation
N/A
Self-Governance Recommended: Yes / No
Yes
Justification for Self-Governance Recommendation
The proposed changes will not have any material effect on CUSC parties. The changes being proposed are administrative. The proposal will give parties more options on how they receive information from National Grid.
Should this CUSC Modification Proposal be considered exempt from any ongoing Significant Code Reviews?
Yes
Impact on Computer Systems and Processes used by CUSC Parties:
N/A
Details of any Related Modification to Other Industry Codes
N/A
Justification for CUSC Modification Proposal with Reference to Applicable CUSC Objectives:
This section is mandatory. You should detail why this Proposal better facilitates the Applicable CUSC Objectives compared to the current baseline. Please note that one or more Objective must be justified.
Please tick the relevant boxes and provide justification:
<input checked="" type="checkbox"/> (a) the efficient discharge by The Company of the obligations imposed upon it by the Act and the Transmission Licence
National Grid has an obligation under the Transmission Licence to process applications and this change will improve the efficiency of that process.

Additional details

Details of Proposer: (Organisation Name)	National Grid Electricity Transmission plc
Capacity in which the CUSC Modification Proposal is being proposed: (i.e. CUSC Party, BSC Party or "National Consumer Council")	CUSC Party
Details of Proposer's Representative: Name: Organisation: Telephone Number: Email Address:	Ali Harper National Grid Electricity Transmission plc 07920 545 811 alison.harper@nationalgrid.com
Details of Representative's Alternate: Name: Organisation: Telephone Number: Email Address:	Michael Oxenham National Grid Electricity Transmission plc 07554 413864 michael.oxenham1@nationalgrid.com
Attachments (Yes/No): If Yes, Title and No. of pages of each Attachment:	
Yes	
'Draft Legal Text - electronic (email) issue of 'offers' to customers v2'	
One Page	

Contact Us

If you have any questions or need any advice on how to fill in this form please contact the Panel Secretary:

E-mail cusc.team@nationalgrid.com

Phone: 01926 653606

For examples of recent CUSC Modifications Proposals that have been raised please visit the National Grid Website at <http://www2.nationalgrid.com/UK/Industry-information/Electricity-codes/CUSC/Modifications/Current/>

Submitting the Proposal

Once you have completed this form, please return to the Panel Secretary, either by email to jade.clarke@nationalgrid.com and copied to cusc.team@nationalgrid.com, or by post to:

Jade Clarke
CUSC Modifications Panel Secretary, TNS
National Grid Electricity Transmission plc
National Grid House
Warwick Technology Park
Gallows Hill
Warwick
CV34 6DA

If no more information is required, we will contact you with a Modification Proposal number and the date the Proposal will be considered by the Panel. If, in the opinion of the Panel Secretary, the form fails to provide the information required in the CUSC, the Proposal can be rejected. You will be informed of the rejection and the Panel will discuss the issue at the next meeting. The Panel can reverse the Panel Secretary's decision and if this happens the Panel Secretary will inform you.

Abid Sheikh
Licensing and Industry Codes
Ofgem
3rd Floor
Cornerstone
107 West Regent Street
Glasgow
G2 2BA
(By Email)

Jade Clarke
CUSC Modifications Panel
Secretary
Jade.Clarke@nationalgrid.com
Direct tel +44 (0)1926 653606

1st December 2015

www.nationalgrid.com

Reference: CMP257 Self-Governance Statement

Dear Abid,

This is the CUSC Modifications Panel's Self-governance Statement to the Authority for CUSC Modification Proposal (CMP) 257. National Grid has prepared this Self-governance Statement on behalf of the CUSC Modifications Panel and submits it to you in accordance with CUSC Section 8.25.1.

On 27th November 2015 the CUSC Modifications Panel considered CMP257 and confirmed unanimously that it meets the Self-governance criteria.

As such, CMP257 is unlikely to discriminate between different classes of CUSC Parties and is unlikely to have a material effect on:

- i) Existing or future electricity customers;
- ii) Competition in the generation, distribution, or supply of electricity or any commercial activities connected with the generation, distribution or supply of electricity,
- iii) The operation of the National Electricity Transmission System
- iv) Matters relating to sustainable development, safety or security of supply, or the management of market or network emergencies
- v) The CUSC's governance procedures or the CUSC's modification procedures

The proposed timetable for the progression of CMP257 is as follows:

7th December 2015	Code Administrator consultation issued (20 Working days)
8 th January 2016	Deadline for responses
12 th January 2016	Draft CUSC Modification Report issued for industry comment
19 th January 2016	Deadline for comment
21 st January 2016	Draft CUSC Modification Report issued to CUSC Panel
29 th January 2016	CUSC Panel determination vote
29 th January 2016	Appeals window open
19 th February 2016	Appeals window closes
22 nd February 2016	Implementation date

The CMP257 form is available at;

<http://www2.nationalgrid.com/UK/Industry-information/Electricity-codes/CUSC/Modifications/CMP257/>

If you require any further information please do not hesitate to contact me.

Yours Sincerely,

Jade Clarke
CUSC Modifications Panel Secretary.

CUSC Code Administrator Consultation Response Proforma

CMP257 'Enabling the electronic (email) issue of 'offers' to customers.'

Industry parties are invited to respond to this Code Administrator Consultation expressing their views and supplying the rationale for those views, particularly in respect of any specific questions detailed below.

Please send your responses by **5:00pm** on **8th January 2016** to cusc.team@nationalgrid.com. Please note that any responses received after the deadline or sent to a different email address may not be included within the Final Workgroup Report to the Authority.

Any queries on the content of the consultation should be addressed to Heena Chauhan at Heena.Chauhan@nationalgrid.com

These responses will be included within the Draft CUSC Modification Report to the CUSC Panel and within the Final CUSC Modification Report to the Authority.

Respondent:	<i>Guy Phillips (guy.phillips@uniper.energy)</i>
Company Name:	<i>E.ON and Uniper UK Limited</i>
Please express your views regarding the Code Administrator Consultation, including rationale. (Please include any issues, suggestions or queries)	<p><i>For reference, the Applicable CUSC objectives are:</i></p> <ul style="list-style-type: none">a) The efficient discharge by the Licensee of the obligations imposed on it by the Act and the Transmission Licence.b) Facilitating effective competition in the generation and supply of electricity, and (so far as consistent therewith) facilitating such competition in the sale, distribution and purchase of electricity.c) Compliance with the Electricity Regulation and any relevant legally binding decision of the European Commission and/or the Agency.

Code Administrator Consultation questions

Q	Question	Response
1	Do you believe that CMP257 better facilitates the Applicable CUSC objectives? Please include your reasoning.	Yes, for the reasons given in the consultation.
2	Do you support the proposed implementation approach? If not, please provide reasoning why.	Yes.
3	Do you have any other comments?	We would also encourage National Grid to consider whether further future changes to specifically allow evidence of acceptance of offers and other documents, such as LDTEC and STTEC offers, electronically are necessary, or whether the proposed changes to 6.21 are already sufficient? While signed original documents would still be necessary an electronic copy of an accepted offer would remove the need for acceptance to be communicated by fax where currently required.
4	The proposed legal drafting allows for documents other than Offers (under the Exhibits listed in Section 5.1 of this consultation) to be provided electronically where both parties agree – do you think this flexibility is useful or do you think that the proposed amendment should be limited solely to Offers and the associated documentation?	We would welcome and support the flexibility for documents other than Offers to be provided electronically where both parties agree.

CUSC Code Administrator Consultation Response Proforma

CMP257 ‘Enabling the electronic (email) issue of ‘offers’ to customers.’

Industry parties are invited to respond to this Code Administrator Consultation expressing their views and supplying the rationale for those views, particularly in respect of any specific questions detailed below.

Please send your responses by **5:00pm** on **8th January 2016** to cusc.team@nationalgrid.com. Please note that any responses received after the deadline or sent to a different email address may not be included within the Final Workgroup Report to the Authority.

Any queries on the content of the consultation should be addressed to Heena Chauhan at Heena.Chauhan@nationalgrid.com

These responses will be included within the Draft CUSC Modification Report to the CUSC Panel and within the Final CUSC Modification Report to the Authority.

Respondent:	John Norbury Network Connections Manager RWE Supply & Trading GmbH Windmill Hill Business Park Whitehill Way Swindon SN5 6PB T +44 (0)1793 89 2667 M +44 (0)7795 354 382 john.norbury@rwe.com
Company Name:	RWE Group of GB companies, including RWE Generation UK plc, RWE Supply & Trading GmbH, RWE Innogy UK Limited
Please express your views regarding the Code Administrator Consultation, including rationale. (Please include any issues, suggestions or queries)	<i>For reference, the Applicable CUSC objectives are:</i> a) The efficient discharge by the Licensee of the obligations imposed on it by the Act and the Transmission Licence. b) Facilitating effective competition in the generation and supply of electricity, and (so far as consistent therewith) facilitating such competition in the sale, distribution and purchase of electricity. c) Compliance with the Electricity Regulation and any relevant legally binding decision of the European Commission and/or the Agency.

Code Administrator Consultation questions

Q	Question	Response
1	<p>Do you believe that CMP257 better facilitates the Applicable CUSC objectives? Please include your reasoning.</p>	<p>No. We do not believe that CMP257 as proposed better facilitates the CUSC objectives for the following reason:</p> <p>We do not agree with the Draft Legal text 6.21.3 that <i>“electronic communicationsshall be deemed to have been received 10 minutes after it has been sent..”</i> Given the vagaries of email reliability and delivery, we believe it unreasonable and inefficient for such an assumption to be made. We would suggest that such legal communications should only be deemed to have been received by the recipient after the sender has received positive confirmation of receipt from the intended recipient. This could be achieved simply by a non-automated acknowledgement sent via email from the recipient to the original sender which would then start the 90-day validity period clock. In any event, such acknowledgement would mirror the delivery receipt provided when paper Offers are issued via special delivery. Without this safeguard in place, CUSC Parties may be reluctant to agree to Offers being provided only by electronic means.</p> <p>We believe that if CMP257 / CUSC 6.21.3 incorporated the above requirement it would better facilitate the CUSC objectives.</p> <p>Further, whilst not necessarily a clear reason for not meeting the CUSC objectives, we believe that CMP257 is too narrow in scope, in that it only applies to Offers issued by National Grid (see comments under Q4) and fails to provide for similar benefits that might be achieved by other CUSC Parties.</p>
2	<p>Do you support the proposed implementation approach? If not, please provide reasoning why.</p>	<p>Subject to our comments under Q1, we support the proposed implementation approach.</p>
3	<p>Do you have any other comments?</p>	<p>(i) We would suggest that the CMP257 also applies to the submission of a CUSC Application by a CUSC Party to National Grid. Indeed, we would have expected this provision to have been included in the proposal that covers the issue of the resulting Offer by National Grid to the CUSC Party.</p>

		(ii) Regarding the Draft Legal Text, we suggest that the form provides for more than one email address to be provided if required.
4	The proposed legal drafting allows for documents other than Offers (under the Exhibits listed in Section 5.1 of this consultation) to be provided electronically where both parties agree – do you think this flexibility is useful or do you think that the proposed amendment should be limited solely to Offers and the associated documentation?	<p>We believe it would be useful for the proposed amendment to also be extended to other CUSC documents, in particular the requirement under CUCC 6.31 to arrange LDTEC and STTEC via fax.</p> <p>In the case of LDTEC and STTEC, the CUSC requirement to use fax communications appears to prohibit the parties agreeing to other electronic forms of communication. We therefore suggest that the legal text of CUSC 6.31 also be amended to similarly enable the use of electronic communications.</p>

CUSC Code Administrator Consultation Response Proforma

CMP257 'Enabling the electronic (email) issue of 'offers' to customers.'

Industry parties are invited to respond to this Code Administrator Consultation expressing their views and supplying the rationale for those views, particularly in respect of any specific questions detailed below.

Please send your responses by **5:00pm** on **8th January 2016** to cusc.team@nationalgrid.com. Please note that any responses received after the deadline or sent to a different email address may not be included within the Final Workgroup Report to the Authority.

Any queries on the content of the consultation should be addressed to Heena Chauhan at Heena.Chauhan@nationalgrid.com

These responses will be included within the Draft CUSC Modification Report to the CUSC Panel and within the Final CUSC Modification Report to the Authority.

Respondent:	<i>James Anderson james .anderson@scottishpower.com</i>
Company Name:	<i>ScottishPower Energy Management Ltd</i>
Please express your views regarding the Code Administrator Consultation, including rationale. (Please include any issues, suggestions or queries)	<p><i>For reference, the Applicable CUSC objectives are:</i></p> <ul style="list-style-type: none"> a) The efficient discharge by the Licensee of the obligations imposed on it by the Act and the Transmission Licence. b) Facilitating effective competition in the generation and supply of electricity, and (so far as consistent therewith) facilitating such competition in the sale, distribution and purchase of electricity. c) Compliance with the Electricity Regulation and any relevant legally binding decision of the European Commission and/or the Agency.

Code Administrator Consultation questions

Q	Question	Response
1	Do you believe that CMP257 better facilitates the Applicable CUSC objectives? Please include your reasoning.	We believe that allowing for the optional use of electronic communication of 'offers' and other documents listed in Section 5 of the consultation document better meets CUSC Applicable objective (a) as it improves the efficiency of the connection process.
2	Do you support the proposed implementation approach? If not, please provide reasoning why.	Yes.
3	Do you have any other comments?	No.
4	The proposed legal drafting allows for documents other than Offers (under the Exhibits listed in Section 5.1 of this consultation) to be provided electronically where both parties agree – do you think this flexibility is useful or do you think that the proposed amendment should be limited solely to Offers and the associated documentation?	<p>We believe that the use of electronic communication should be adopted as far as practicable for communication under the CUSC and support the use of the wider legal drafting as proposed in Annexe 3 (3). This will maximise the efficiency benefits within this Proposal.</p> <p>Use of electronic communication should always be subject to express prior agreement between parties.</p> <p>We would be interested in understanding how National Grid propose to record parties' formal agreement to this form of communication and how electronic communication details will be recorded and kept up to date.</p>

1 Edit the following **CUSC** Exhibits as follows:

Exhibit B	Connection Application
Exhibit D	Use of System Application
Exhibit F	Use of System Application
Exhibit I	Modification Application
Exhibit Q	BELLA Application

Insert the following as a new paragraph in Section A of the Exhibits referenced above with the new paragraph to be numbered as paragraph 4 in Exhibits B and D and I (paragraph 5 in Exhibit F and paragraph 6 in Exhibit Q with the following paragraphs (if any) in section A and any cross references to these renumbered accordingly to reflect the insertion.

Please confirm whether you agree to us sending the **Offer** in electronic form instead of hard copy and, if so, confirm the address for this as follows.

Yes []

No []

Email address

2. Edit the following **CUSC** Exhibits as follows:

Exhibit C	Connection Offer
Exhibit E	Use of System Offer
Exhibit G	Use of System Supply Offer and Confirmation Notice
Exhibit H	Use of System interconnector Offer and Confirmation Notice
Exhibit J	Modification Offer
Exhibit R	BELLA Offer

Edit paragraph 11 of Exhibit C, paragraph 6 of Exhibits E and G and R, paragraph 4 of Exhibit H and paragraph 8 of Exhibit J by adding after the word “sign” “(and where issued by email, having printed off 2 copies of each)”.

3. Add the following as new paragraphs 6.21.3 through 6.21.5 in CUSC Section 6 and renumber the existing paragraph 6.21.3 as 6.21.6 to reflect the insertion.

“6.21.3 Where **CUSC** expressly provides for notices or other communication to be by electronic means or a **CUSC Party** otherwise agrees this with another **CUSC Party**, the electronic communication shall be addressed and sent to the address provided for this purpose and shall, subject to Paragraph 6.21.4, be deemed to have been received one hour after it has been sent in the absence of an undeliverable return receipt received by the sender during that period.

6.21.4 If the time at which any notice or communication sent by e-mail is deemed to have been received falls after 17.00 hours on a day, the notice or communication shall be deemed to have been received at the start of the next **Business Day**.

6.21.5 Where a notice or communication is sent by e-mail, the **CUSC Party** giving the notice or communication shall (but without prejudice to Paragraph 6.21.3), if requested by the recipient **CUSC Party** resend, as soon as reasonably practicable, the notice or communication by e-mail.”