

**Meeting of Offtake Committee**

**Wednesday 2<sup>nd</sup> November 2005**

**West Midlands Bridge Club,  
(909 Warwick Road, Solihull, B91 3EP)**

**Invitation and Agenda  
(R.S.V.P. – contact below)**

**Agenda**

**To Follow on from Offtake Arrangements Workstream (commences at 10:30am)**

- 1 Note of any alternates attending meeting.**
- 2 Record of apologies for absence.**
- 3 Introduction**  
Establishment, Chairman, Functions, Proceedings, Decisions
- 4 Offtake Subsidiary Documents – matters for review**
  - a) SCO Interface Procedures (referred to in OAD Section C3);
  - b) Offtake Communications Document (referred to in OAD Section M);
  - c) Validation Procedures (referred to in OAD Section D3);
  - d) Emergency Procedures E2 (referred to in OAD Section C2.3);
  - e) document TD76 (referred to in OAD Section H1.3.1);
  - f) any other document which may be specified or may be agreed by the Parties to be a Subsidiary Offtake Document
- 5 AOB**
- 6 Diary Planning**

Contact details:- [enquiries@gasgovernance.com](mailto:enquiries@gasgovernance.com) 0121 713 5003