

CDSP SERVICE DOCUMENT

UK LINK MANUAL

UK LINK MANUAL FRAMEWORK DOCUMENT

Version: 1.0

Effective date: 15 December 2016

1 General

1.1 Introduction

1.1.1 This document (**Document**) is the UK Link Manual referred to in GT Section D5 and Clause 6 of the DSC Terms and Conditions and is a CDSP Service Document.

1.1.2 This Document is an integral part of and is incorporated in the DSC.

1.1.3 The version of this Document which is in force, and the date from which it is in force, is as stated above.

1.2 Interpretation - general

1.2.1 In this Document:

- (a) **DSC** means the contract which is constituted by the DSC Agreement, the DSC Terms and Conditions and each of the CDSP Service Documents;
- (b) **Uniform Network Code** or **UNC** means the uniform network code prepared pursuant to Standard Special Condition A11(6) of the gas transporter's licence, as from time to time modified, and as made contractually binding (as incorporated into an individual gas transporter's individual network code) by the relevant framework agreement;
- (c) **DSC Terms and Conditions** means the DSC Terms and Conditions as defined in and for the time being in force pursuant to GT Section D;
- (d) terms defined in or for the purposes of the DSC Terms and Conditions and not otherwise defined in this Document have the meanings given to them in the DSC Terms and Conditions;
- (e) terms defined in any other CDSP Service Document and not otherwise defined in this Document have the meanings given to them in that CDSP Service Document; and
- (f) the further provisions of the DSC Terms and Conditions as to interpretation apply.

1.2.2 In the case of any conflict between the provisions of this Document and any other part of the DSC, the provisions of the DSC Terms and Conditions as to priority apply.

1.3 Amendment

1.3.1 This Document may be amended in accordance with the applicable procedures contained in the Change Management Procedures.

1.4 Interpretation - specific

1.4.1 The body of this Document comprising this paragraph 1 and paragraph 2 below is the **UK Link Manual Framework Document**.

1.4.2 In this Document:

- (a) **Existing UK Link Manual** means the UK Link Manual as defined in and in force (pursuant to Old TPD Section U) immediately prior to the Implementation Date;
- (b) **UK Link Terms and Conditions** means the terms and conditions of access to and use of UK Link set out in the Annex to this UK Link Manual Framework Document; and
- (c) terms defined in the Transitional Arrangements Document have the meanings given to them in that Document.

1.5 Scope and purpose

1.5.1 The purpose of the UK Link Manual is to provide for:

- (a) a description of UK Link;
- (b) terms and conditions on which UK Link Users have access to and use of UK Link;
- (c) details of how UK Link will be made available to UK Link Users, and when it may not be available;
- (d) details of the means by which Code Communications are to be made;
- (e) in relation to Code Communications to be made as UK Link Communications, details of how such UK Link Communications are made and recorded, including the matters required in GT Sections D5.6 and 5.8; and
- (f) such further matters as are required to be included in this Document by GT Section D5, or by any other provision of the DSC.

1.5.2 The UK Link Manual is binding:

- (a) as between the Parties (as defined in the UNC), pursuant to GT Section D;
- (b) as between parties to the IGT Code, pursuant to equivalent provisions of the IGT Code; and
- (c) between the CDSP and Customers, pursuant to the DSC Terms and Conditions.

1.5.3 The UK Link Manual is to be made binding between the CDSP and any UK Link User which is not a Customer, pursuant to a UK Link User Agreement.

1.5.4 It is acknowledged that:

- (a) prior to the Project Nexus Implementation Date, a revision of the UK Link Manual will be required in the context of the Nexus Modifications; and

- (b) it is intended that, as part of such revision, the different component parts of the UK Link Manual as provided in paragraph 2.1.1 will be consolidated into an integrated UK Link Manual.

1.5.5 For the purposes of GT Section D 5.2.3, the parts of the UK Link Manual which establish obligations with which UK Link Users must comply are:

- (a) the UK Link Terms and Conditions; and
- (b) provisions of the Existing UK Link Manual which are expressed to establish such obligations.

2 UK Link Manual

2.1 Composition of the UK Link Manual

2.1.1 The UK Link Manual comprises:

- (a) this UK Link Manual Framework Document;
- (b) the UK Link Terms and Conditions;
- (c) subject to paragraph 2.2, the Existing UK Link Manual, which is deemed incorporated into this Document;
- (d) the ASA-related Provisions referred to in paragraph 2.3.3; and
- (e) the Additional Systems Provisions referred to in paragraph 2.4.3.

2.2 Modification of the Existing UK Link Manual

2.2.1 The Existing UK Link Manual (as incorporated into this Document) shall be construed consistent with the revised arrangements in respect of UK Link provided for (pursuant to the CDSP Modification) in GT Section D and the DSC.

2.2.2 Without limitation of paragraph 2.2.1, the Existing UK Link Manual (as incorporated into this Document) is deemed to be modified as set out in this paragraph 2.2.

2.2.3 Each reference in the Existing UK Link Manual to the Transporters as the operators of UK Link is substituted by a reference to the CDSP.

2.2.4 Each reference in the Existing UK Link Manual to a UK Link User shall include a reference to a Transporter, subject to paragraph 2.3;

2.2.5 Each reference in the Existing UK Link Manual to the UNC, as the document by which the UK Link Manual is made binding between the Transporters (as the operators of UK Link) and Shipper Users, is substituted by a reference to the DSC.

2.2.6 Each reference in the Existing UK Link Manual to the UK Link Committee is substituted (for the purposes of the DSC) by a reference to the Change Management Committee.

2.2.7 Where any provision of:

- (a) GT Section D5; or

- (b) the UK Link Terms and Conditions

is equivalent to a provision of Old TPD Section U, each reference in the Existing UK Link Manual to such provision of Old TPD Section U is substituted by a reference to the equivalent provision of GT Section D5 or the UK Link Terms and Conditions.

- 2.2.8 Provisions of the Existing UK Link Manual which address the governance of UK Link Modifications shall be construed as far as possible consistent with paragraph 5 of the Change Management Procedures, and, if in conflict with the Change Management Procedures, shall be disregarded.

2.3 Arrangements between CDSP and Transporters

- 2.3.1 Where the Existing UK Link Manual (as deemed modified under paragraph 2.2.2):

- (a) provides for any obligation, procedure, arrangement or relationship as between the CDSP (as operator of UK Link) and Shipper Users; and
- (b) does not provide for an equivalent obligation, procedure, arrangement or relationship between the CDSP (as operator of UK Link) and the Transporters or any Transporter,

the UK Link Manual shall be treated as including provisions as between CDSP and Transporter(s) which are the same as the provisions of the Existing UK Link Manual as between CDSP and Shipper Users, subject to paragraphs 2.3.2 and 2.3.3.

- 2.3.2 Paragraph 2.3.1 applies so far as the provisions referred to in paragraph 2.3.1(a) are capable of applying as between the CDSP and Transporters, having regard to any differences between Shipper Users and Transporters in terms of their access to and use of UK Link (including differences between the Services provided to them).

- 2.3.3 Where there are provisions of the ASA, or written working procedures or other documents which (as of 1 November 2016) Xoserve and the Transporters have agreed to use in connection with the ASA, which:

- (a) make provision equivalent to the provisions of the Existing UK Link Manual referred to in paragraph 2.3.1(a); and
- (b) do not create obligations of the CDSP or rights of the Transporters which are materially more onerous for the CDSP or beneficial for the Transporters than the equivalent provisions of the Existing UK Link Manual referred to in paragraph 2.3.1(a),

then such provisions of the ASA, procedures or documents (**ASA-related Provisions**) shall be deemed to form part of and to be incorporated in the UK Link Manual, but only as binding between the CDSP and Transporters.

- 2.3.4 Any amendment of the ASA-related Provisions referred to in paragraph 2.3.3, as such provisions are incorporated into the UK Link Manual, shall be treated as an amendment of the UK Link Manual for the purposes of the Change Management Procedures.

- 2.3.5 The CDSP shall publish as soon as reasonably practicable after the CDSP Modification Date a document containing the ASA-related Provisions referred to in paragraph 2.3.3 (unless the CDSP has already published a draft of the integrated UK Link Manual referred to in paragraph 1.5.4(b)).

2.4 Additional systems forming part of UK Link

2.4.1 In addition to the component systems identified in the Existing UK Link Manual ('Gemini', 'Sites and Meters', 'Supply Point Registration' and 'Invoicing'), UK Link includes the systems (**Additional Systems**) known as 'Data Enquiry', 'Contact Management' and 'DN Link'.

2.4.2 References to UK Link in the UK Link Manual shall be deemed to include the Additional Systems.

2.4.3 The following documents relating to the Additional Systems are published on the website of Xoserve as at 1 November 2016:

- (a) in relation to 'Data Enquiry': Data Enquiry – FAQs V10; Data Enquiry – Service User Guide V7; Data Enquiry – Best Practice Guidelines V6;
- (b) in relation to 'Contact Management': RFA-Hints-and-Tips V2; MRA User Guide V1; System Configuration For File Download V1; Contacts Explained V2.5; Contract Management – FAQs V2; NETWORK User Guide V2; Contract Us Guide V3.1; Contact Management Launch Brochure V3; DMSP User Guide V1.1; SHIPPER User Guide V1.1; UIP User Guide V1.1; Settings for IE11 for File Upload V1; and
- (c) in relation to 'DN Link': the DN Link User Guide (to be published on or about 31 October 2016),

and, to the extent to which those documents contain provisions (**Additional Systems Provisions**) equivalent to provisions of the Existing UK Link Manual in respect of UK Link, those provisions shall be deemed to form part of and to be incorporated in the UK Link Manual.

2.4.4 Any amendment of the Additional Systems Provisions referred to in paragraph 2.4.3, as such provisions are incorporated into the UK Link Manual, shall be treated as an amendment of the UK Link Manual for the purposes of the Change Management Procedures.

2.5 Arrangements not recorded in Existing UK Link Manual

2.5.1 It is acknowledged that:

- (a) UK Link Users may to a certain extent have access to and use of UK Link through an internet portal (in addition to such access and use by the means provided in the Existing UK Link Manual); and
- (b) the Existing UK Link Manual does not contain provisions specifically addressing such access and use.

2.5.2 Access to and use of UK Link (as referred to in paragraph 2.5.1(a)) is described in documents published on the website of Xoserve under 'Gemini Technical Publications'.

2.5.3 The provisions of the UK Link Terms and Conditions which set out requirements in respect of access to and use of UK Link, and related provisions of the Existing UK Link Manual, shall, so far as they are capable of applying, apply in respect of access and use by UK Link Users through the internet portal as referred to in paragraph 2.5.1(a).