Joint Office of Gas Transporters

<table>
<tr><td colspan="4" align="center">**Agenda**</td></tr>
<tr><td colspan="4" align="center">**UNC Workgroup 0864S**
Update of UNC Code Communication Methods
10:00 Monday 11 April 2024

via Teams: 0207 660 8338, Conference ID 884 093 521#

Click here to join the meeting

Please Note: This meeting will be considered during the Governance Workgroup.

The Workgroup Report is due to be presented to the UNC Modification Panel by 16 May 2024.</td></tr>
<tr><td>**Item**</td><td align="center">**Topic**</td><td>**Lead**</td><td>**Category**</td></tr>
<tr><td colspan="2">1. **Introduction and Status Review**</td><td rowspan="4">Chair</td><td></td></tr>
<tr><td></td><td>**1.1.** Approval of Minutes (14 March 2024)</td><td>Approval</td></tr>
<tr><td></td><td>**1.2.** Approval of Late Papers</td><td>Approval</td></tr>
<tr><td></td><td>**1.3.** Review of Outstanding Actions</td><td>Information</td></tr>
<tr><td colspan="2">2. **Review of Fax References**</td><td>Chair</td><td>Discussion</td></tr>
<tr><td colspan="2">3. **Legal Text Review**</td><td>Proposer</td><td>Discussion</td></tr>
<tr><td colspan="2">4. **Review Rough Order of Magnitude**</td><td>CDSP</td><td>Discussion</td></tr>
<tr><td colspan="2">5. **Development of Workgroup Report**</td><td>Chair</td><td>Discussion</td></tr>
<tr><td colspan="2">6. **Next Steps**</td><td>Chair</td><td>Information</td></tr>
<tr><td colspan="2">7. **Any Other Business**</td><td>Chair</td><td>Discussion</td></tr>
<tr><td colspan="2">8. **Diary Planning**</td><td>Chair</td><td>Information</td></tr>
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			0864S Action Table			
Action Ref	**Meeting Date**	**Min Ref**	**Action**	**Reporting Month**	**Owner**	**Status Update**
0203	05/02/24	2.0	GW (NGT) to group the instances in the Code where fax is used as a follow-up method to email and test this with control rooms to ensure fax is not being used and consider any alternatives being used instead.	March 2024	NGT (GW)	**Carried forward**
0301	14/03/24	1.4	The Transporter Representatives at Workgroup to confirm with their control rooms that fax is not being used and confirm what alternatives are being used instead.	April 2024	All	**Pending**
0302	14/03/24	2.0	JO to review the Transitional Arrangement clauses to check whether these are still relevant or in the normal part of the document (if duplicated).	April 2024	JO	**Pending**
0303	14/03/24	2.0	CDSP (ER) to review the impact of replacing facsimile with email in GTB 5.2.6 on their Operation Credit process.	April 2024	CDSP (ER)	**Pending**