**DCP 322 Draft Legal Text** **ETTOS Tip-Offs Read and Response Timelines**

**Amend paragraphs 8.3 to 8.6 of Schedule 26 as follows:**

* 1. Where a Supplier Party receives a tip-off for a premises for which it is the electricity supplier, the Supplier Party shall read the tip-off within 10 Working Days and ensure that it is investigated in accordance with the Revenue Protection Code of Practice.
  2. Where a Supplier Party receives a tip-off for a premises for which it is not the electricity supplier, then it shall notify the ETTOS Service Provider (including details of the correct electricity supplier, if known) within 10 Working Days.

## Where a DNO/IDNO Party receives a tip-off for a premises for which it is the electricity distributor, the DNO/IDNO Party shall, within 10 Working Days:

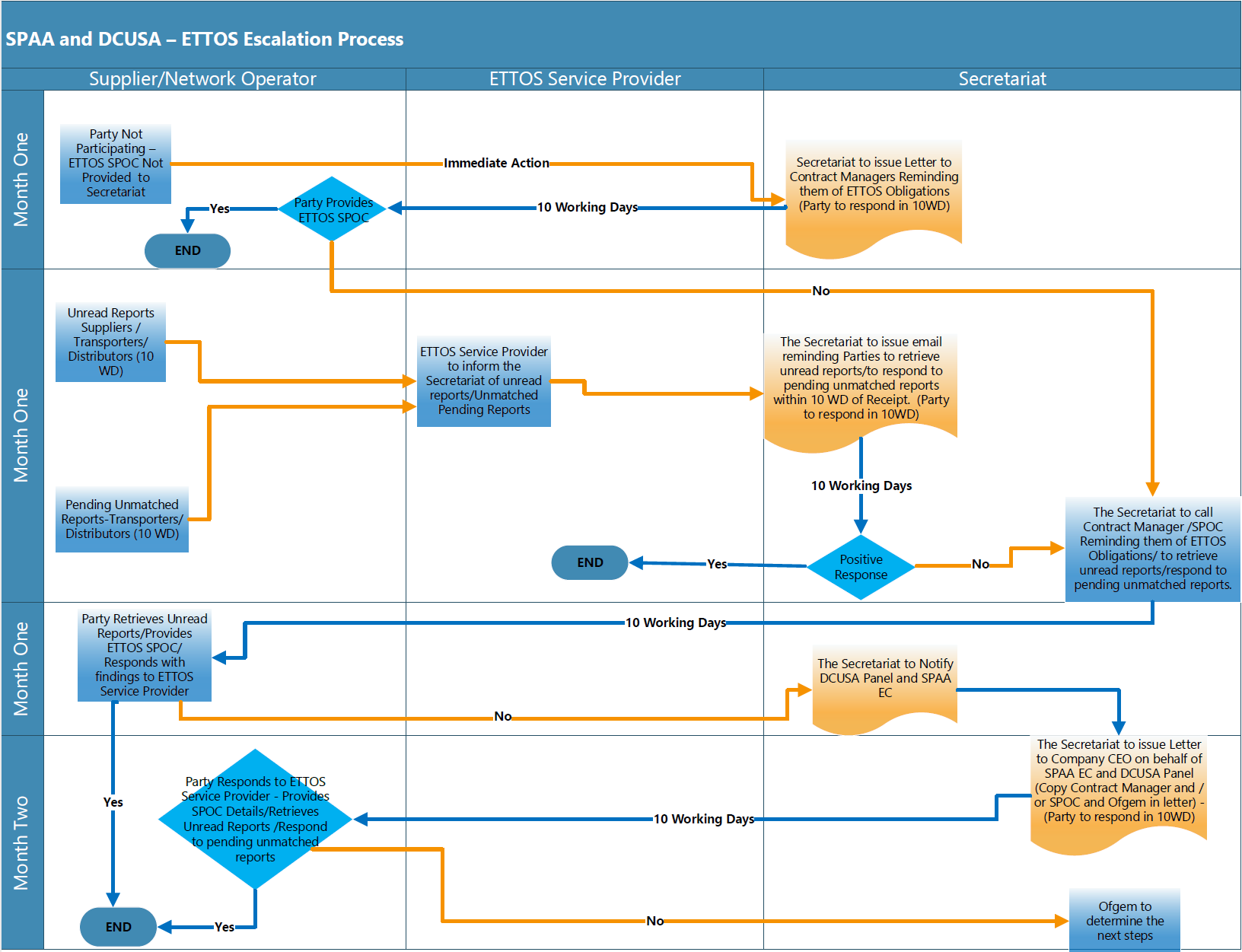
1. identify the full address and notify this to the ETTOS Service Provider;
2. identify the electricity supplier and notify this to the ETTOS Service Provider or identify that there is no currently traded MPAN and notify this to the ETTOS Service Provider;
3. (where applicable) comply with its obligations under the Revenue Protection Code of Practice;
4. if none of the above apply, then feed back to the ETTOS Service Provider that no action can be taken, with the reason the tip-off could not be matched, so that the tip-off can be logged as unmatched.

## Where a DNO/IDNO Party receives a tip-off for a premises for which it is not the electricity distributor, then it shall, within 10 Working Days, notify the ETTOS Service Provider (including details of the correct distributor if known).

**Add new paragraph 8.8 to Schedule 26 as follows:**

* 1. Where a Supplier Party or DNO/IDNO Party fails to comply with its obligations under this Paragraph 8, then the escalation process set out in Appendix B shall apply.

**Add a new Appendix B at the end of Schedule 26 as follows:**

**Appendix B – ETTOS Escalation Process**

## **Gowling WLG (UK) LLP 6 August 2018**