

SCHEDULE 1: TIP-OFF SERVICES

Energy Theft Tip-Off Line: Operating Model

Section 4

Data Dissemination

The information log will then be disseminated to the matched Gas Supplier(s) and/or Electricity Supplier(s) using the Service Provider's secure email portal. This web-based system is covered by a 256 bit encryption and is only accessible by the Service Provider's clients with unique password access. Regular password changes are enforced.

Each Gas Supplier and/or Electricity Supplier and Network Distributor will be provided with user log on details where they can access the information logs matched to them only, in an email attachment. ~~If necessary an organisation can have multiple users access their information logs.~~ The number of user accounts allocated to each Authorised Service recipient will be determined by SPAA and DCUSA and notified to the Service Provider. The Service Provider will manage the number of user accounts issued within the notified allocation rules. The total number of users across all Authorised Service Recipients will not exceed 450.

The recipients will provide the Service Provider with the contact details of an operational point of contact (SPOC), who will provide the contact details for named users according to the rules above. The operational SPOC may be a named user, but does not have to be.

The ~~email is~~ attachment will need to be downloaded and saved as appropriate within the Gas Supplier's and/or Electricity Supplier's system. The emails cannot be forwarded from the system externally. The Gas Supplier(s) and/or Electricity Suppliers are responsible for the timeliness of accessing the information from the portal.

SCHEDULE 2**CHARGES****Implementation Charges****Table A**

Invoice dates		23 Mar 2016	31 May 2016	31 Jul 2016	31 Aug 2016
Due dates		31 May 2016	31 Jul 2016	31 Aug 2016	30 Sep 2016
	£	£	£	£	£
Historical Data					
-Secure email set up and test	5,673	2,837	2,836		
Tip Off Line setup (Note 1)					
-Reconfigure secure email system	15,000	15,000			
<u>Additional Secure Email User Access Costs (Estimate)</u>				<u>10,000</u>	<u>7,000</u>
Total	212,253	80,837	75,792	38,095 <u>48,095</u>	17,529 <u>24,529</u>

Secure Email User Access Costs

One user licence per Authorised Service Recipient (listed in Schedule 3) is included in the costs to set up and reconfigure the secure email system in Table A. Additional user licences, up to the quota limits defined in Schedule 1, Section 4, will be charged in arrears in July 2016.

User licences are purchased in block of 5 at £500 each block. Should all parties take up their allocated quota of users, as notified by SPAA and DCUSA, the total amount would be an additional £17,000, as itemised as an estimate in Table A. The exact cost will be based on the number of licences requested by the Authorised Service Recipients.

Annual Running Costs, commencing September 2016.**Table B**

Service Provided	Charges (£)
Microsite Maintenance and Content Management	18,000
Tip-Off Line Contact Handling and Dissemination (Note 4)	97,263
<u>Additional Secure Email User Management (Estimate)</u>	<u>£7,140</u>
Total Annual Running Costs	115,263 <u>122,403</u>

Secure Email User Access Costs

After the initial implementation period and associated costs to end August 2016, Authorised Service Recipients are permitted additional users up to the limits defined in Schedule 1, Section 4. These will be charged for in blocks of 5 in arrears in the quarterly invoices, along with ongoing management costs.

The management costs for one user licence per Authorised Service Recipient (listed in Schedule 3) are included in the costs in Table B; Tip-Off Line Contact Handling and Dissemination. Additional management costs for the user licences, up to the limits defined in Schedule 1, Section 4, will be charged in arrears in the quarterly invoices.

Management costs are charged in blocks of 5 at £210 each block. Should all parties take up their allocated quota of users, as notified by SPAA and DCUSA, the total amount would be an additional £7,140 per annum. This is included as an estimate in Table B. The exact cost will be based on the number of licences requested by the Authorised Service Recipients.