

Meeting Session	DCUSA Panel (Open Session)
Meeting Date	20 December 2017
Paper Reference	Panel_2017_1220_08_Housekeeping Log Summary Paper
Action	For Decision

Housekeeping Log Summary Paper

1. Synopsis

- 1.1 The DCUSA Panel has indicated a number of areas within the DCUSA that require housekeeping changes. This paper summarises a progression of those actions and asks the Panel to approve new additions to the log and instruct the Secretariat on the next steps. The detail of the housekeeping amendments and their progression to date is recorded in the housekeeping log which acts as Attachment 1 to this paper.

2. Housekeeping Changes

- 2.1 At the November Panel meeting it was highlighted that ElectraLink no longer has a fax facility and as such questioned if the Panel believe a housekeeping change should be raised to remove references to fax or facsimile in the DCUSA. The Panel agreed that the removal of references to fax or facsimile could be added to the Housekeeping Log Summary Paper for review by the Panel at their meeting in December. The item has been included In Attachment 1 as a red-lined tracked change for approval by the Panel and is detailed below for reference:

- At the November 2017 Panel meeting it was highlighted that ElectraLink no longer has a fax facility and as such questioned if a housekeeping change should be raised to remove references to fax or facsimile in the DCUSA. It is noted that there are 17 references located in DCUSA which are mostly related to Parties contacting each other and not DCUSA Ltd. Therefore, the majority of references would need to stay. The Panel agreed that the removal of references to fax or facsimile could be added to the Housekeeping Log.

- 2.2 No further issues have been identified by the DCUSA Secretariat.

3. Recommendations

- 3.1 The Panel is invited to:
- **NOTE** the contents of the paper; and
 - **INSTRUCT** the Secretariat on progressing the new and existing housekeeping amendments.

4. Attachments

- Attachment 1 – Housekeeping Log

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