

<b>DCUSA CHANGE REPORT</b>	
<b>CHANGE PROPOSAL</b>	DCP 028 – Timescales associated with cheque processing
<b>DATE OF ISSUE</b>	24 July 2008
<b>ISSUED TO</b>	DCUSA Contract Managers Ofgem – For Information
<b>PARTIES ENTITLED TO VOTE</b>	All Supplier, DNO and IDNO Parties
<b>RETURN DEADLINE (Voting End Date)</b>	14 August 2008 – <a href="mailto:DCUSA@electralink.co.uk">DCUSA@electralink.co.uk</a>

## 1 PURPOSE

- 1.1 This document is issued in accordance with Clause 11.20 of the DCUSA. The Change Report details DCP 028 – ‘*Timescales associated with cheque processing*’. The voting process for the proposed variation and the timetable of the progression of the CP through the DCUSA Change Control Process is set out in this document.
- 1.2 Parties are invited to consider the proposed amendment attached as Appendix A and Legal Drafting attached as Appendix B and submit votes using the form attached as Appendix C to [dcusa@electralink.co.uk](mailto:dcusa@electralink.co.uk) by 11 August 2008.

## 2 BACKGROUND

- 2.1 The Panel considered DCP 028 at its meeting on 18 June 2008. The Panel agreed to progress DCP 028 as a standard change impacting Part 1 matters in accordance with Clause 9.4 and Clause 9.5 of the Agreement as it impacts Section 1B - Governance.
- 2.2 The Panel agreed that the CP should be entered directly into the Report Phase in accordance with Clause 11.6 as it is “concerned solely with the technical legal drafting” of the Agreement and is “unlikely to a subject of significant controversy between parties”.

## 3 DCP 028 – INVOICING

Raising Party	Electricity North West Limited
CP Status	Standard

Change Synopsis	As a consequence of the acceptance by the Authority of DCP022 this change proposal has been raised to specify a timescale for the submission of cheques to Party members.
Parties Impacted	Distributors, Suppliers & IDNOs
Part 1 / Part 2	Part 1
Authority Consent	Required
Proposed Implementation	November 2008

- 3.1 DCP 028 was raised by Electricity North West Limited following the approval of DCP 022 – Annual Rebates by Cheque. DCP 022 introduced the ability for DCUSA Limited to issue annual rebates to Parties via either a cheque or credit note.
- 3.2 Electricity North West Limited considers that where the proposed reimbursement is by cheque (18.13.1.A) the DCUSA should specify a timeline for when the cheque is to be sent out to Party members.
- 3.3 Electricity North West Limited considers that the implementation of DCP 028 will better facilitate Objective 4<sup>1</sup> of the DCUSA Objectives by providing clear guidelines on when cheques are to be submitted.

#### 4 PROPOSED AMENDMENT AND LEGAL DRAFTING

- 4.1 The proposed legal drafting of DCP 028 has been reviewed by Wragge & Co and is attached as Appendix B.

#### 5 PANEL RECOMMENDATION

- 5.1 The Panel approved the DCP 028 Change Report at its meeting on 16 July 2008.
- 5.2 In accordance with Clause 12.4 of the DCUSA the Panel has determined that DCP 028 should be issued to all Parties for voting for a period of 15 Working Days. Subject to approval, DCP 028 will be implemented in the November 2008 Release.
- 5.3 The timetable for the progression of the Change Proposal is set out below:

Activity	Date
Party Voting	24 July – 14 August 2008
Change Declaration	15 August 2008
Authority Determination	18 August – 23 September 2008
Implementation	06 November 2008

<sup>1</sup> The promotion of efficiency in the implementation and administration of this Agreement.

**Appendices:**

- A. DCP 028 v1.0
- B. DCP 028 - Legal Drafting
- C. DCP 028 - Voting Form