

Meeting Session	DCUSA Panel (Open Session)
Paper Reference	Panel_2023_1115_04_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 requires housekeeping changes. This paper summarises the 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. Identified Housekeeping Item(s)

- 2.1 The Secretariat notes that between the previous Panel meeting and the drafting of this paper, there has been one new housekeeping items identified by the Secretariat. Those items are set out below.

2.2 Correction of typographical error in Clause 21.2B

In Clause 21.2B, the following correction should be made (noting that this Clause was updated as a result of DCP 142 'Using D2021 for all invoices/credit notes if it is used at all').

21.2B Where the Company submits, and the User agrees to receive, accounts by sending an electronic invoice it shall use an electronic invoice for all of that User's accounts (including revised accounts and credit-notes). For the avoidance of doubt, where this Clause 21.2B applies, Clause 59.4 shall apply to the sending of accounts during any period in which the Date-Data Transfer Network is unavailable.

- 2.3 The Secretariat notes that following the implementation of DCP 427 'Housekeeping Log Items' on 02 November 2023, that we've provisionally removed the relevant housekeeping items from the log, pending agreement by the Panel.
- 2.4 Further to the above removal of items from the log, following the decision taken by the Panel during the October 2023 Panel meeting, we've provisionally added housekeeping item 123, related incorrect company names contained in Schedule 2B and Schedules 17 and 18.

3. Recommendations

- 3.1 The Panel is invited to:
- **AGREE** to add the one items identified in the paper to the Housekeeping Log.

4. Attachments

- Attachment 1 – Housekeeping Log

George Kestner
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