

1. Notification of Updated Charging Statement Addendums

- 1.1 During the October DCMDG meeting, members discussed option related to an issue on whether there might be a way for Supplier Parties and other interested industry participants to receive notification of updates to the addendums to the charging statements issued by DNOs/IDNOs outside of checking individual websites every so often.
- 1.2 Several suggestions were put forward during that discussion and an action was taken for these to be set out for consideration during the next meeting. This paper sets out those suggestions for DCMDG members to consider.
- 1.3 The suggestions put forward by members were:
 1. where someone can sign up to a common mailing list so regardless of which DNO has done the changes, anybody who has subscribed to that mailing list gets an update as otherwise they'll have to sign up to quite few mailing lists for each DNO. This option may retain the status quo of DNOs publishing their updates on their own websites but that communication of any updates is done centrally. This might entail DNOs/IDNOs confirming to either the DCUSA Code Administrator or an ENA contact that updates are now available and for the DCUSA Code Administrator or an ENA contact to issue a communication each time an update was made. This might mean that whoever was charged with issuing the communication, might be sending something out to every couple of days at some points and then not for 6 months due to the sporadic nature of the updates.
 2. where the DNOs/IDNOs could utilise the DCUSA Contract Managers list available on the DCUSA website as way of communicating when updates have been made. Noting that this would mean that it would fall onto the Contract Managers to send that information around their businesses accordingly, so that the right teams were informed. This option would restrict notice of updates to DCUSA Parties only but wouldn't require any extra distribution lists and the only additional effort would be for the DNOs/IDNOs to issue such a communication.
 3. where each of the DNOs/IDNOs could maintain their own list of contacts who they will share this information with (which could take the form of a Newsletter or some form of bespoke notice) and then anyone who was interested could sign up to DNOs/IDNOs mailing lists. This would mean that each of the DNOs/IDNOs would need to maintain their own independent mailing lists. Such a solution would mean that anyone looking for updates across all DNOs/IDNOs will need to sign up to quite few mailing lists and the management of those lists could become problematic when personnel changes occur amongst those that have signed up to those lists.
 4. where the updated statements could be held centrally on the DCUSA or ENA websites, so everybody can go to one portal to see them and in considering this option, for which there are two sub-options:
 - (a) with the first sub-option being that there is no further communication from the DNOs/IDNOs with respect to when information that has been updated, meaning that

anyone interested would have to keep checking for updated information themselves but would only need to look in a single location.

- (b) with the second sub-option being to have some form of additional communication method so those who are interested in receiving a notification of updated information could receive such a notification. This might mean that whoever was hosting the documents might be sending something out to every couple of days at some points and then not for 6 months due to the sporadic nature of the updates.
5. where there could be a centrally managed distribution list via the DCUSA Code Admin or the ENA and so Suppliers or other interested parties could sign up to that list and then that list could be made available or issued to DNOs for them to use when issuing updates. This suggestion would mean that a Supplier or other interested parties has only got to notify one point of contact that they want to be signed up to this list and could then receive notifications from each DNO/IDNO and need to visit each website to collect the updated information.
 6. where there is an option to utilise existing or soon to be available functionality on the DCUSA website, which might be able to accommodate some of the preferred options but also minimise the additional work/risks of some options. Such a solution might look something like an ability for DNOs/IDNOs to upload documentation to the DCUSA website, potentially requiring the DCUSA Code Administrator to approve each one so as to make sure no junk/spam was uploaded by malicious actors. There is already an ability for comments to be left on some areas of the website, and so it is not hard to envisage a solution whereby DNOs/IDNOs could leave a comment to say that they have issued an updated addendum. There is likely to be functionality built into the website to allow someone to indicate that they'd want updates relating to certain things and so there may be an option of building upon that so that anyone who signs up to receive notifications of updates to that page, would receive an automated message confirming that an update has been made and then upon visiting the page could review the latest comments to see who has updated what and locate the document. There are slight variations of this option, depending on the exact functionality available, and which could be explored further if members wanted to explore this further.
- 1.4 After considering the options described above, there are some questions that might be worth considering, and these are:
- Do members agree that the above options sufficiently describe the potential options put forward during the October meeting and/or if there are any options which have not been covered by the above?
 - Do members have views on a preferred option to resolve the issue described?
 - Do members have a view of whether there is benefit in utilising/agreeing to an interim process and then for a Change Proposal to be raised to 'codify' the requirements moving forward?