

Overview of the Utility Infrastructure Provider (UIP) Process

National Grid, through their Safety Case, must demonstrate that their gas networks are fit for purpose and their activities comply with the Gas Safety (Management) Regulations. Therefore, it is essential that National Grid seek appropriate evidence that Utility Infrastructure Providers (UIPs) can demonstrate compliance with all the necessary technical and legislative requirements to satisfy the fitness for purpose criteria, prior to the construction and adoption of the assets. This objective is achieved by means of a thorough validation of the UIP, prior to work commencing and a technical audit of the work in progress.

The process enables National Grid to progress applications from UIPs and assess the fitness for purpose and compatibility of UIP pipes operating at up to 7 barg before connecting to the National Grid Network (either by themselves or National Grid). Organisations who wish to carry out the final connection to National Grid's network (see UIP/GT Briefing Note 1) must be accredited under the Gas Industry Registration Scheme (GIRS - see UIP/GT Briefing Note 2) for Design, Construction/Commissioning/Connections (Routine) (for connections/disconnections not covered by IGE/GL/6) and additionally for the relevant Connections (Non Routine) scopes (for connections/disconnections covered by IGE/GL/6).

The Design, Construction/Commissioning/Connections (Routine) and Connections (Non Routine) scopes under GIRS must be held by the UIP customer or their sub contract organisation. Where the UIP organisation wishes to subcontract the Construction/Commissioning/Connections (Routine) and Connections (Non Routine) the UIP would need to be registered for Project Management.

A UIP registered for Construction/Commissioning/Connections (Routine) and Connections (Non Routine) scopes under GIRS would not require to be additionally registered for Project Management in order to subcontract to a registered design house.

Organisations who do not meet these criteria will not be allowed to carry out the final connection to National Grid's network.

The UIP end-to-end process comprises 5 stages and these are detailed below and shown in the attached flowchart:

STAGE 1 – Initial Enquiry

- Allows the UIP to give National Grid initial site and load information regarding their project (Enquiry Form CONN_FM137) and request information from National Grid relating to load and pressure availability (point and pressure) and design parameters (see Briefing Note 2 Appendix 2.1) that enable the UIP to prepare a design for their project. The UIP must provide information in line with National Grid's minimum information requirements, which can be found on National Grid's web site.

STAGE 2 – Quotation Request, Outline Design and Intent to Take Ownership

- Alternatively a UIP can request a quotation without going through the initial enquiry stage. The UIP can submit a quote request and design notification form (CONN_FM138) for the proposed pipeline in line with National Grid's minimum information requirements, which can be found on National Grid's web site. The UIP will also need to provide the following outline design requirements:
 - Route
 - Diameter
 - Material
 - Termination Point details
 - Connection Point details

The UIP has the option to either request National Grid to carry out the connection to National Grid's network or (subject to contract and certain conditions) they can request to carry out the connection themselves (see UIP/GT Briefing Note 1).

National Grid will produce the quotation documentation including the connection price (if requested), design pressure, any system enhancements that may be required, acceptance and

payment forms, approval in principle letter, design submission requirements checklist (CONN_FM139) and send them to the UIP. This will enable the UIP to provide a quotation to their customer.

STAGE 3 – Quote Acceptance and Design Validation

- Where the UIP chooses to connect the UIP can send notification of their intention to complete the final connection at various times during this stage even if their quotation was for National Grid to complete the connection. (See Briefing Note 1)
- The UIP submits their acceptance (or notification of their intention to connect) and their design submission. The design submission must be in accordance with the Design Submission Requirements Checklist (CONN_FM139). The UIP must notify National Grid's Call Centre of any Meter Point Reference Number (MPRN) details they have allocated to their project. National Grid will provide an acknowledgement of acceptance and carry out a validation of the UIP design submission for fitness for purpose and compatibility to National Grid's network. National Grid will notify the UIP of its acceptance / non acceptance of the design as fit for purpose. **National Grid will not provide authorisation for construction of the project until all aspects of the design submission are forwarded and acceptable in line with CONN_FM139.**
- If the UIP is now electing to carry out the connection to National Grid's network instead of National Grid, a UIP variation letter will be sent confirming the new arrangements.
- National Grid will confirm any required enhancements or reinforcement that may be necessary and plan site audits where required to satisfy "due diligence" requirements. A planning letter advising the UIP of the dates for any works necessary (connection or reinforcement) will only be issued when those works are to be carried out by National Grid (or its Service Provider).
- Where the UIP has accepted a quotation for National Grid to complete the connection to National Grid's network but now intends to perform this activity themselves, written confirmation of this intention must be received by National Grid within 5 working days of the date of the planning letter being issued.

STAGE 4 – Construction

- Written notification of Commencement of Works must be provided to National Grid by the UIP (this may have been provided at the Acceptance stage, STAGE 3).
- National Grid will carry out any site construction audits as required to satisfy "due diligence" requirements. These audits are separate and additional to any that may be carried out by the UIP. Where the UIP has GIRS registration, findings of the audits will be shared with the scheme operator.
- UIP completes fit for purpose works as per the approved design submission or carries out remedial works or submits a deviation or variation notification. A deviation or variation request must be validated and confirmed as suitable by National Grid prior to being carried out.

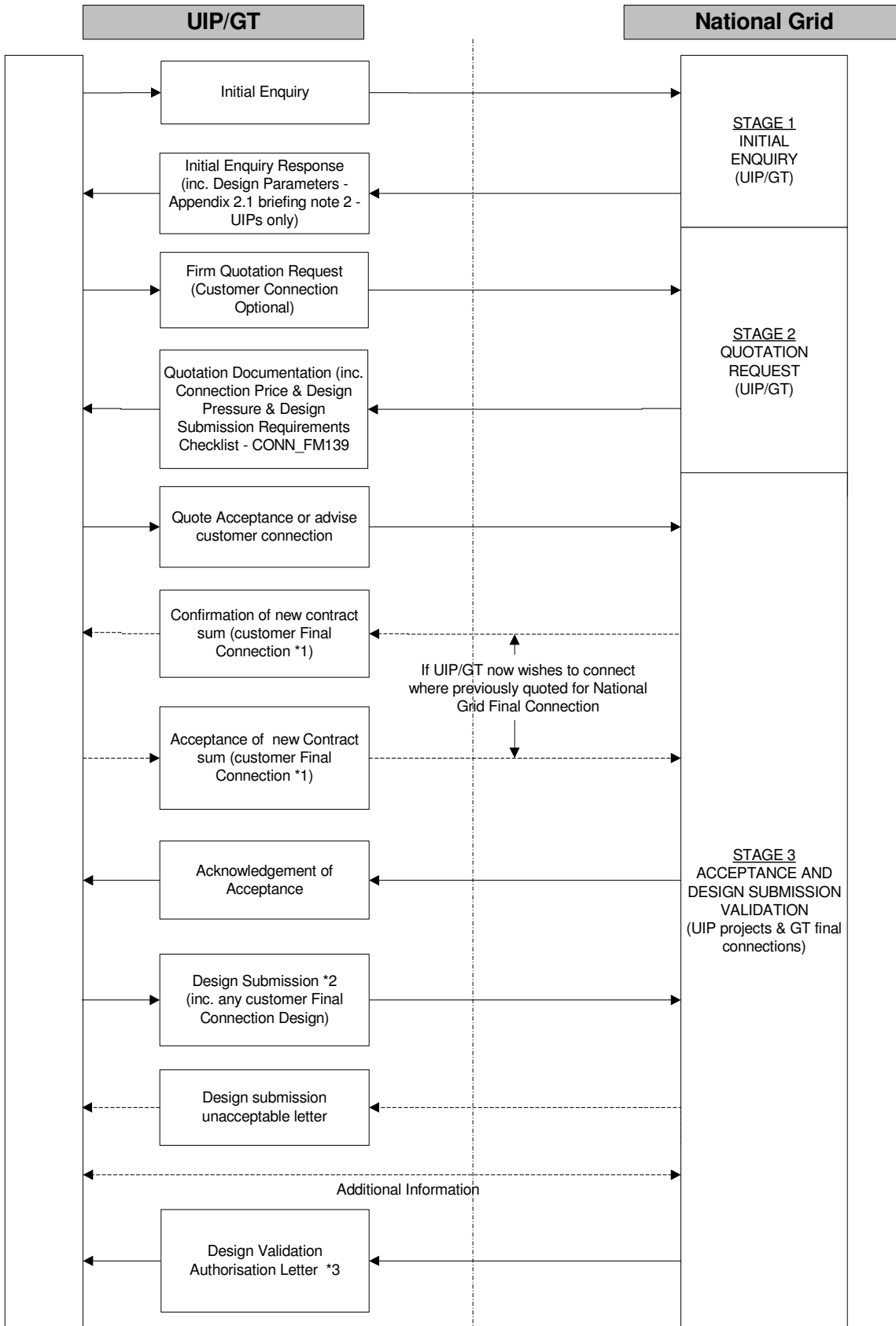
STAGE 5 – Connection

- Following completion of construction works and prior to the connection to National Grid's network by either National Grid or the UIP, a Certification File must be provided by the UIP to National Grid (minimum of 3 working days before planned connection date where UIP is connecting) in line with the design submission requirements checklist (CONN_FM139).
- National Grid will check the contents of the file for accuracy and completeness and if acceptable an acknowledgement of receipt will be sent to the UIP. National Grid's Network Controller will be informed that certification has been obtained and the connection can proceed as planned. If the Certification File is not received in accordance with the appropriate contract and UIP/GT Connection, Service Disconnection and Service Alteration Agreement.
- UIP/GT Final Connection Agreement or is incomplete, National Grid will notify the UIP in writing that the planned connection date has been cancelled.

- The Network Controller will confirm the proposed date of Connection and National Grid will carry out a fitness for purpose site audit – connection stage which includes witnessing the final pressure test carried out by the UIP on their pipe / phase where required to satisfy National Grid's "due diligence" requirements. Where the UIP has GIRS registration, findings of the audits will be shared with the scheme operator.
- A Completion File must be provided by the UIP to National Grid in line with the design submission requirements checklist (CONN_FM139) within 5 working days of completion of the connection. National Grid will validate the Completion File contents for accuracy and completeness and where acceptable send the Connection Completion Notification Letter confirming National Grid has taken ownership.

End of Process.

Utility Infrastructure Providers (UIP's) and Gas Transporters (GT's) Job Specific Process

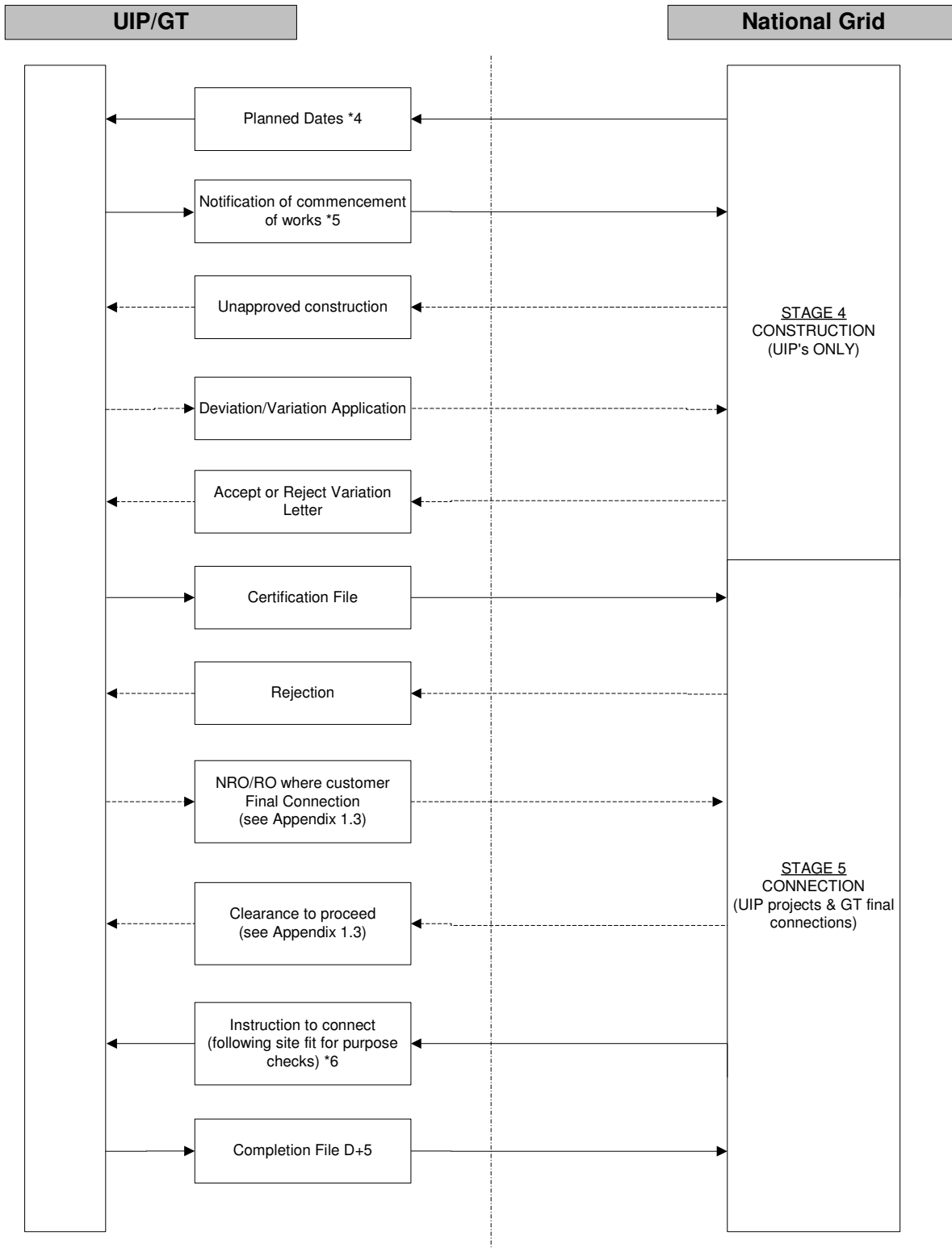


*1 Customer Final Connection can also be requested up to D+5 following issue of a planned date for a National Grid Final Connection

*2 This can also be received at Quotation Stage

*3 Includes permission to proceed with Final Connection where $\leq 63\text{mm}$ LP Final Connection subject to 3 days notice being given & certification.

(cont) - Utility Infrastructure Providers (UIP's) and Gas Transporters (GT's) Job Specific Process continued



*4 Only provided where National Grid is carrying out Works

*5 This may have been provided at Acceptance

*6 Where National Grid Nominated Observer attends site