

## **Final Connections to Cadent's below 7 bar Network (UIP/GT Briefing Note 1)**

### **1. Introduction**

A final connections trial for Gas Transporters (GT's) and Utility Infrastructure Providers (UIP's) was launched on 6<sup>th</sup> April, 2001. The trial involved 6 companies and approximately 30 connection projects. Cadent has reviewed the output from the trial and has now implemented a national final connections process based on the learning from the trial. This briefing note gives details of Cadent's national final connections process.

Cadent implemented a new final connections process from 22<sup>nd</sup> July 2002. The trial arrangements ended with requests received by close of business on 19<sup>th</sup> July 2002.

Third party connections can fall into the following categories;

- UIP's connecting UIP laid pipework (single premises <2,196,000 kWh) to Cadent's below 7 bar system and vesting in Cadent under Section 10 of the Gas Act.
- UIP's connecting UIP laid pipework (multiple premises and single premises >2,196,000 kWh) to Cadent's below 7 bar system and Cadent taking ownership.
- GT's connecting GT/UIP laid pipework to Cadent's below 7 bar system with Cadent taking ownership of the connection fittings to the first point of isolation and the GT retaining ownership of the downstream CSEP Network.

The types of connection listed above fall within the scope of Cadent's Safety Case and hence Cadent's arrangements for assessing and validating competence under Cadent's Safe Control of Operations (SCO) are applicable.

### **2. Cadent process changes**

To facilitate UIP/GT final connections to Cadent's below 7 bar Network, the following processes must be followed:

- Safe Control of Operations
- Gas Industry Registration Scheme (GIRS) registration
- UIP/GT Connection, Service Disconnection and Service Alteration Agreement.
- Project submission

#### **2.1 Safe Control of Operations (SCO)**

Customer's wishing to complete the final connection will be required to nominate competent individuals to act as Authorising Engineers (AE's) and Competent Persons (CP's) to manage and control the connection in line with Cadent's SCO procedures.

The customer must make an application to Cadent for their AE and CP registration and provide relevant evidence for assessment of competence. The customer must confirm arrangements for compliance with the GIRS registration in section 2.2. If the evidence of competence is acceptable, the customer AE & CP must then undergo training and assessment on Cadent's SCO procedures. Following successful completion of the training and assessment, Cadent will register the customer AE and CP on Cadent's national permitry databases. An overview of the AE & CP registration process is shown in Appendix 1.1.

Application packs for AE and CP registration should be requested from the Cadent Network Controller as detailed in the Contact Information on Cadent's web site at - <http://cadentgas.com/Business-with-us/iGT-UIP/Safe-control-of-operations>

NOTE: Each connection will require a separate AE and CP i.e. the roles cannot be combined. The AE and CP role can be carried out within the UIP/GT customer or their sub contract organisation, subject to Cadent's SCO procedures.

## **2.2 Gas Industry Registration Scheme (GIRS) registration**

GT/UIP organisations must be registered under the Gas Industry Registration Scheme (GIRS) 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 GT/UIP customer or their sub contract organisation.

Where the GT/UIP organisation wishes to subcontract the Construction/Commissioning/Connections (Routine) and Connections (Non Routine) the GT/UIP would need to be registered for Project Management.

A GT/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.

The GIRS registration details for Design and Construction/Commissioning/Connection (Routine) scopes plus Project Management scope (if applicable) can be indicated on the new UIP/GT quotation request forms (see UIP/GT briefing note 2 section 2.5).

## **2.3 UIP/GT Connection, Service Disconnection and Service Alteration Agreement.**

The UIP/GT customer will need to enter into a supplementary UIP/GT Connection, Service Disconnection and Service Alteration Agreement prior to making a request to complete the final connection. The customer will need to sign a single Agreement. This agreement will remain in force until the terms and conditions are migrated into the General Conditions of Contract. The terms and conditions will apply for all further customer final connection works requested by the UIP or GT. UIP/GT customers who

wish to enter into the UIP/GT Connection, Service Disconnection and Service Alteration Agreement must confirm arrangements for compliance with the GIRS registration in section 2.2. The contract signing process is detailed in Appendix 1.1.

## **2.4 Project submission**

The UIP/GT project submission process has been amended to allow the customer to make their own final connection, subject to the registration/contract requirements in section 2.1, 2.2 & 2.3 above. The customer interface process for individual projects is detailed in Appendix 1.2.

The request to make the final connection can be made at 3 stages:

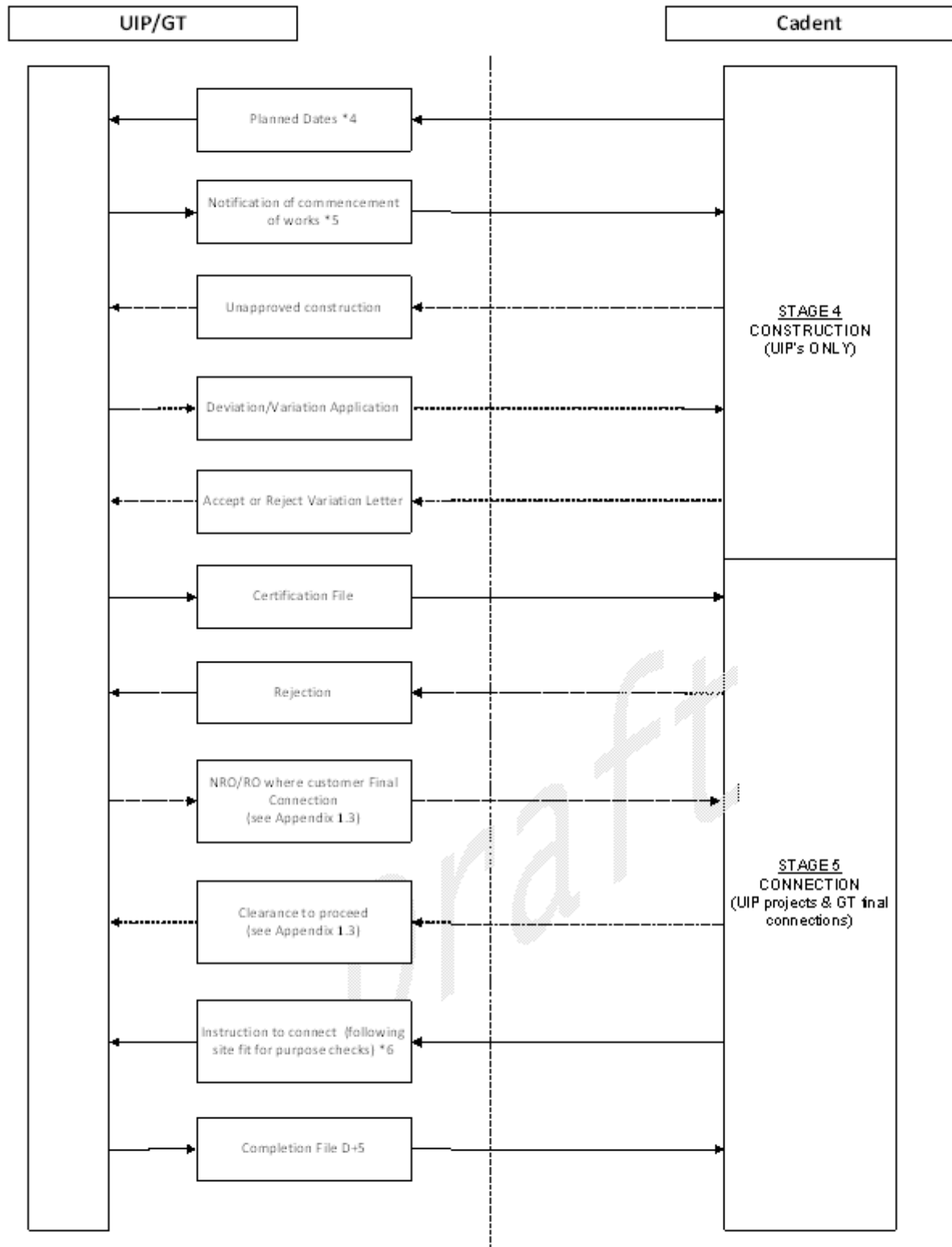
- i). Quote request – customer to indicate on the new quotation request form (CONN\_FM153 for GTs and CONN\_FM138 for UIP's).
- ii). Quote acceptance where previously quoted for a Cadent connection – customer to indicate UIP/GT connection request on quote acceptance form. Cadent will issue a variation form confirming the new quotation price. The variation will need to be accepted by the customer.
- iii). Within D+5 working days from the date of Cadent issuing a planning letter for a Cadent connection. The UIP/GT customer will need to issue a written notice for this request. Cadent will issue a variation form confirming the new quotation price. The variation will need to be accepted by the customer.

For UIP/GT final connection projects a design must be submitted for the connection and any pipe to be adopted by Cadent. This must be provided in line with the Design Submission requirements checklist for validation by Cadent. An example checklist is shown in the UIP/GT briefing note 2 Appendix 2.2. For GT's, Cadent will adopt the minimum connection equipment up to the first point of isolation.

The customer must also provide a Routine Operational (RO) or Non Routine Operational procedure (NRO) in line with SCO procedures. Clearance to proceed with the final connection is given by the Cadent Network Controller once the RO/NRO is agreed and subject to design authorisation by Cadent and receipt of the Certification File contents (also included in customer briefing note 2 Appendix 2.2 checklist). For connections which do not require an RO/NRO i.e.  $\leq 63\text{mm}$  Low / Medium Pressure connections, clearance to proceed will be provided subject to design authorisation, certification and a minimum 2 days prior notice of the planned date of connection.

Cadent propose that the same arrangements are applied to GT CSEP stub connections (where Cadent has installed and connected a length of PE for a GT to make a subsequent straight connection) to ensure consistency in connection arrangements. To allow sufficient time for a smooth transition, existing arrangements will be maintained for GT stub connections until the new arrangements are implemented. Cadent will discuss these arrangements separately with Gas Transporters.

**Appendix 1.2 (cont) - Utility Infrastructure Providers (UIP's) and Gas Transporters (GT's) Job Specific Process continued**



\*4 Only provided where Cadent is carrying out Works

\*5 This may have been provided at Acceptance

\*6 Where Cadent Nominated Observer attends site

**Appendix 1.3 - Overview of the interface arrangements  
between UIP's/GT's and Cadent's Network  
Controllers (NC)**

