



Temporary Communications Hub Ordering & Delivery Rules

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1. Introduction

1.1. Document Purpose

This document has been published in accordance with Smart Energy Code (SEC) Section F5.1A. It defines the temporary rights and obligations of the Data Communications Company (DCC) and SEC Parties in the ordering and delivery of Communications Hubs for all Regions. The application of these temporary rights and obligations has been necessitated by COVID-19, and the provisions of this document vary the businesses as usual rules that apply under SEC Section F (including in respect of the SEC definitions which are defined by reference to Section F5).

1.2. Scope

The Temporary Communications Hub Ordering and Delivery Rules (TCHODR):

- defines the variations from SEC for 'short term' and 'mid-term' ordering and delivery requirements which apply to the North Region for all SEC Parties; and
- defines the variation from SEC for 'short term' and 'mid-term' ordering and delivery requirements which apply to the Central and South Regions for all SEC Parties.

1.3. Change Control

In accordance with SEC Section F5.1A, DCC shall only make changes to the TCHODR where it has:

- a. undertaken reasonable consultation with SEC Parties regarding proposed changes;
- b. given due consideration to, and taken into account, any consultation responses received; and
- c. received approval from the SEC Panel to make such changes.

DCC shall publish an updated copy of the TCHODR on the DCC Website.

Number	Date	Summary of Changes
V0.7	15/07/2020	Original document
V0.8	22/05/2020	Correct to Central and South Region Mid-Term Orders calculation
V1.0	27/05/2020	Changes above approved by SEC Panel
V1.1	11/09/2020	Draft amendments to the: <ul style="list-style-type: none">• North Region Short-Term Deliveries; and• Central and South Region Mid-Term Orders (January to December 2021).
V2.0	XX/10/2020	Change above approved by SEC Panel

Table 1 - Version Control

2. North Region

2.1. Short-Term Orders

Each SEC Party's submitted Communications Hub Orders for each Delivery Month starting from 1 May 2020 until and including 31 August 2020 (each being a "Short-Term Delivery Month") shall be modified in accordance with the requirements of this section.

Each Communications Hub Order for each Short-Term Delivery Month shall be amended in accordance with the following process:

DCC shall determine the value of $PMCHO_{pm}$ for each SEC Party in relation to each Short-Term Delivery Month, in accordance with the following formula:

$$PMCHO_{pm} = \left(\frac{PCHO_{pm}}{APCHO_{pm}} \right) \times 51 \text{ CHP}$$

Where:

- $PMCHO_{pm}$ = SEC Party's Minimum Communications Hub Order for each Short-Term Delivery Month
- $PCHO_{pm}$ = SEC Party's submitted Communications Hub Order for each Short-Term Delivery Month
- $APCHO_{pm}$ = Sum of all SEC Parties Communications Hub Order for the relevant Short-Term Delivery Month
- 51 CHP = 51 Communications Hub Pallets (the minimum required for delivery to all SEC Parties collectively)

The value of each SEC Party's Minimum Communications Hub Order for each Short-Term Delivery Month will then be rounded equitably (up or down) to the nearest whole number.

The Communications Hub Order for each SEC Party for each Short-Term Delivery Month shall be modified to be equal to that SEC Party's rounded Minimum Communications Hub Order multiplied by 896 (each pallet consists of 896 Communications Hubs) so that the sum of all Communications Hub Orders for all SEC Parties for each Short-Term Delivery Month equals 51 full pallets.

DCC shall notify each SEC Party of its Minimum Communications Hub Order for each Short-Term Delivery Month on the date in which this document commences (such notification to be provided via the CH Ordering System).

Where a SEC Party ceases to be a SEC Party, their Communications Hubs Orders shall be removed from the calculation and DCC shall re-calculate each SEC Party's Minimum Communications Hub Order for each Short-Term Delivery Month. DCC shall notify each SEC Party of its revised Minimum Communications Hub Order by no later than 6 Working Days prior to the start of the Short-Term Delivery Month.

SEC Parties may request an increased Communication Hub Order, providing the request is submitted by no later than 6 Working Days prior to the start of the Short-Term Delivery Month and is compliant with the tolerances set out in SEC Section F5.10(b).

2.2. Short-Term Deliveries

DCC shall not deliver any Consignment arising from Communication Hub Orders for a Short-Term Delivery Month in accordance with SEC Section F6.

DCC shall deliver all Consignments arising from Communications Hub Orders for all Short-Term Delivery Months by 31 December 2020.

DCC shall notify each SEC Party of the Delivery Date for all held Consignments at least 1 month in advance of the Delivery Date.

Where a SEC Party does not accept the notified Delivery Date for held Consignments, the Party shall request non-standard delivery instructions in accordance with SEC Section F6.17.

Each SEC Party may cancel one or more of the Consignments arising from a Communications Hub Order in accordance with SEC Section F5.19.

Risk of loss or destruction of or damage to all Communications Hub Products is prescribed in SEC Section F6.5 and is unchanged by this document.

Communications Hub stock level charges (SEC Section K7.5(l)) shall commence upon completion of delivery to SEC Parties and for the avoidance of doubt, there will be no additional storage charges for held Consignments up until 31 December 2020. This arrangement ceases from 31 December 2020.

2.3. Mid-Term Orders

Each SEC Party's Communications Hub Orders for each Delivery Month starting from 1 September 2020 until and including 31 May 2021 (each being a "Mid-Term Delivery Month") shall be determined in accordance with the requirements of this section.

Each Communications Hub Order for each Mid-Term Delivery Month shall be allocated in accordance with the following process:

DCC shall determine the value of $PMCHO_{pm}$ for each SEC Party in relation to each Mid-Term Delivery Month, in accordance with the following formula:

$$PMCHO_{pm} = \left(\frac{PCHF_{pm}}{APCHF_{pm}} \right) \times 51 \text{ CHP}$$

Where:

- $PMCHO_{pm}$ = SEC Party's Minimum Communications Hub Order for each Mid-Term Delivery Month
- $PCHF_{pm}$ = SEC Party's submitted Communications Hub Forecast for each Mid-Term Delivery Month (submitted as of 25 March 2020)

- $APCHF_{pm}$ = Sum of all SEC Parties Communications Hub Forecast for each Mid-Term Delivery Month
- 51 CHP = 51 Communications Hub Pallets (the minimum required (including SBCH and DBCH) for delivery to all SEC Parties collectively)

The value of each SEC Party's Minimum Communications Hub Order for each Mid-Term Delivery Month will then be rounded equitably (up or down) to the nearest whole number.

The Communications Hub Order for each SEC Party for each Mid-Term Delivery Month shall be determined to be equal to that SEC Party's rounded Minimum Communications Hub Order multiplied by 896 (each pallet consists of 896 Communications Hubs) so that the sum of all Communications Hub Orders for all SEC Parties for each Mid-Term Delivery Month equals 51 full pallets.

DCC shall notify each SEC Party of its Minimum Communications Hub Order for each Mid-Term Delivery Month on the date in which this document commences (such notification to be provided via the CH Ordering System).

Where a SEC Party ceases to be a SEC Party, its Communications Hubs Orders shall be removed from the calculation. and DCC shall re-calculate each SEC Party's Minimum Communications Hub Order for each Mid-Term Delivery Month. DCC shall notify each Party of its revised Minimum Communications Hub Order by no later than 6 Working Days prior to the start of the Mid-Term Delivery Month (such notification to be provided via the CH Ordering System). SEC Parties may request an increased Communications Hub Order, providing the request is submitted by no later than 5 months prior to the start of the Mid-Term Delivery Month and is compliant to the tolerances set out below:

- the increase is equal to or less than 20% of the Party's Communications Hub Order where the request is submitted 5 months prior to the Mid-Term Delivery Month;
- the increase is equal to or less than 50% of the Party's Communications Hub Order where the request is submitted 8 months prior to the Mid-Term Delivery Month; and
- the increase is to any amount where the request is submitted 11 months prior to the Mid-Term Delivery Month in accordance with SEC Section F5.

SEC Parties may not request a reduction to any Communications Hub Order that is lower than the Minimum Communications Hub Order.

SEC Parties may request an increased Communications Hub Order between 5 months and at least 30 days prior to the Mid-Term Delivery Month. Upon such request, the non-standard delivery options shall apply in accordance with SEC Section F6.17.

2.4. Mid-Term Deliveries

From 1 September 2020, all rights and obligations of DCC and SEC Parties in relation to the delivery of Communication Hub Orders for Mid-Term Delivery Months remain in accordance with SEC Section F and SEC Appendix H (Communications Hub Handover Support Materials).

3. Central & South Regions

3.1. Short-Term Orders

All submitted Communications Hub Orders for each Delivery Month starting from 1 May 2020 until and including 31 August 2020 (each being a “Short-Term Delivery Month”) shall remain in accordance with SEC Section F and SEC Appendix H (Communications Hub Handover Support Materials).

3.2. Short-Term Deliveries

DCC shall not deliver any Consignment arising from Communication Hub Orders for a Short-Term Delivery Month in accordance with SEC Section F6.

DCC shall deliver Consignments for all Short-Term Delivery Months with Party’s Consignments for Mid-Term Delivery Months:

- May 2020 Consignments shall be delivered with September 2020 Consignments;
- June 2020 Consignments shall be delivered with October 2020 Consignments;
- July 2020 Consignments shall be delivered with November 2020 Consignments; and
- August 2020 Consignments shall be delivered with December 2020 Consignments.

Risk of loss or destruction of or damage to all Communications Hub Products is prescribed in SEC Section F6.5 and is unchanged by this document.

Communications Hub stock level charges (SEC Section K7.5(l)) shall commence upon completion of delivery to SEC Parties and for the avoidance of doubt, there will be no additional storage charges for deferred Consignments.

3.3. Mid-Term Orders

September 2020 until and including December 2020

Each SEC Party’s Communications Hub Orders for each Delivery Month starting from 1 September 2020 until and including 31 December 2021 (each being a “Mid-Term Delivery Month”) shall be determined in accordance with the requirements of this section.

Each Communications Hub Order for each Mid-Term Delivery Month shall be allocated in accordance with the following process:

DCC shall determine the value of $PMCHO_{pm}$ for each SEC Party in relation to each Mid-Term Delivery Month, in accordance with the following formula:

$$PMCHO_{pm} = \left(\frac{PCHF_{pm}}{APCHF_{pm}} \right) \times 62 \text{ CHP}$$

Where:

- $PMCHO_{pm}$ = SEC Party’s Minimum Communications Hub Order for each Mid-Term Delivery Month

- $PCHF_{pm}$ = SEC Party's submitted Communications Hub Forecast for each Mid-Term Delivery Month (submitted as of 25 March 2020)
- $APCHF_{pm}$ = Sum of all SEC Parties Communications Hub Forecast for each Mid-Term Delivery Month
- 62 CHP = 62 Communications Hub Pallets (the minimum required for delivery to all SEC Parties collectively)

January 2021 until and including December 2021

Each SEC Party's Communications Hub Orders for Delivery Months starting from 1 January 2021 until and including 31 December 2021 (each being a "Mid-Term Delivery Month") shall be determined in accordance with the requirements of this section.

DCC shall submit a Communications Hub Forecast for each SEC Party for each Mid-Term Delivery Month as agreed between DCC and each SEC Party (such submission may take place prior to this clause coming into effect)

Each Communications Hub Order for each Mid-Term Delivery Month shall be allocated in accordance with the following process:

DCC shall determine the value of $PMCHO_{pm}$ for each SEC Party in relation to each Mid-Term Delivery Month, in accordance with the following formula:

$$PMCHO_{pm} = \left(\frac{PCHF_{pm}}{APCHF_{pm}} \right) \times 62 \text{ CHP}$$

Where:

- $PMCHO_{pm}$ = SEC Party's Minimum Communications Hub Order for each Mid-Term Delivery Month
- $PCHF_{pm}$ = SEC Party's submitted Communications Hub Forecast for each Mid-Term Delivery Month (submitted as of 24 July 2020)
- $APCHF_{pm}$ = Sum of all SEC Parties Communications Hub Forecast for each Mid-Term Delivery Month
- 62 CHP = 62 Communications Hub Pallets (the minimum required for delivery to all SEC Parties collectively)

All Mid-Term Orders

The value of each SEC Party's Minimum Communications Hub Order for each Mid-Term Delivery Month will then be rounded equitably (up or down) to the nearest whole number.

The Communications Hub Order for each SEC Party for each Mid-Term Delivery Month shall be determined to be equal to that SEC Party's rounded Minimum Communications Hub Order multiplied by 896 (each pallet consists of 896 Communications Hubs) so that the sum of all

Communications Hub Orders for all SEC Parties for each Mid-Term Delivery Month equals 62 full pallets.

DCC shall notify each SEC Party of its Minimum Communications Hub Order for each Mid-Term Delivery Month on the date in which this document commences (such notification to be provided via the CH Ordering System).

Where a SEC Party ceases to be a SEC Party, its Communications Hubs Orders shall be removed from the calculation, and DCC shall re-calculate each SEC Party's Minimum Communications Hub Order for each Mid-Term Delivery Month. DCC shall notify each Party of its revised Minimum Communications Hub Order by no later than 6 Working Days prior to the start of the Mid-Term Delivery Month (such notification to be provided via the CH Ordering System).

SEC Parties may request an increased Communications Hub Order, providing the request is submitted by no later than 5 months prior to the start of the Mid-Term Delivery Month and is compliant to the tolerances set out below:

- the increase is equal to or less than 20% of the Party's Communications Hub Order where the request is submitted 5 months prior to the Mid-Term Delivery Month;
- the increase is equal to or less than 50% of the Party's Communications Hub Order where the request is submitted 8 months prior to the Mid-Term Delivery Month; and
- the increase is to any amount where the request is submitted 11 months prior to the Mid-Term Delivery Month in accordance with SEC Section F5.

SEC Parties may not request a reduction to any Communications Hub Order that is lower than the Minimum Communications Hub Order.

SEC Parties may request an increased Communications Hub Order between 5 months and at least 30 days prior to the Mid-Term Delivery Month. Upon such request, the non-standard delivery options shall apply in accordance with SEC Section F6.17.

Minimum Communications Hub Orders for each Mid-Term Delivery Month shall not include Dual Band Communications Hubs (DBCH). Each Party shall order DBCHs in accordance with SEC Section F5.

3.4. Mid-Term Deliveries

From 1 September 2020, all rights and obligations of DCC and SEC Parties in relation to the delivery of Communication Hub Orders for Mid-Term Delivery Months remain in accordance with SEC Section F and SEC Appendix H (Communications Hub Handover Support Materials).

Appendix A – Glossary

Term	Definition
Communications Hub Order	As defined in SEC Section F
Consignment	As defined in SEC Section F
Delivery Month	As defined in SEC Section F
Mid-Term Delivery Month	<p>For North Region:</p> <ul style="list-style-type: none"> each Delivery Month starting from 1 September 2020 until and including 31 May 2021 <p>For Central & South Regions:</p> <ul style="list-style-type: none"> each Delivery Month starting from 1 September 2020 until and including 31 December 2021
Short-Term Delivery Month	Each Delivery Month starting from 1 May 2020 until and including 31 August 2020

Table 2 - Glossary