RETAIL ENERGY CODE

This document is classified as **WHITE**.
Information is for public, unrestricted dissemination and publication.

I0237 WORKING GROUP
MEETING AGENDA

MEETING	**I0237 Working Group Meeting 2)**
DATE	**09 October – 13:00 – 14:30**
LOCATION	**On Teams**

The meeting will be recorded for the purpose of ensuring accuracy of meeting minutes.
By participating in the meeting, you accept that your voice will be recorded for this purpose.

	TITLE	PAPER	LEAD
1	**Welcome and Introduction**	Verbal	Chair
2	**Review minutes and actions of previous meeting**	Verbal	Chair
3	**Use of the Erroneous Switch Flag**	Slides 5&6	All
4	**How long is too long – timescale for raising an ES**	Slide 8&9	All
5	**Service Level Agreements in ES process** • Gaining Supplier • Losing Supplier • Re-registration after agreement	Slide 11	All
6	**Rejection reasons** • Domestic / Non-Domestic • Gaining Supplier / Losing Supplier	Slide 13	All
7	**How to update contact lists**	Slide 15	All
8	**Multilateral ESs** • When they should be used • What process should be followed	Slide 17	All

	TITLE	PAPER	LEAD
5	**Any Other Business**	Verbal	All
6	**Next Steps, Date and Time of Next Meeting**	Verbal	Chair

NEXT MEETING	TBC