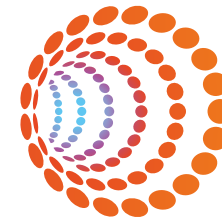


Information for infrastructure developers



SGN
Your gas. Our network.

Accessing our services

Are you planning projects, developments or activities which may have an impact on our network or assets? If so, this document provides the clear, practical information you will need. It reflects good practice principles, giving contact details, pricing information and service standards for most of the services you will need from us including working safely near or moving our assets.

This document is split into four sections:

1

Access to our network maps

2

Working near to or moving our assets

3

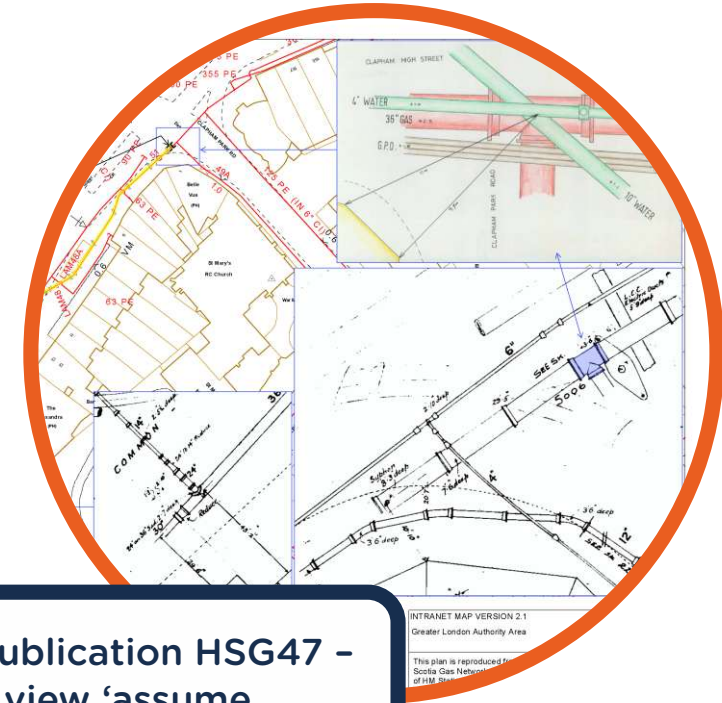
Third party connections

4

Biomethane connections

Access to our network maps

Before any excavation work starts on a public highway or on private land, the person or company undertaking the work must follow safe digging practice.



All excavation work must be in accordance with HSE publication HSG47 - it's the law. The Health and Safety Executive takes the view 'assume pipes are present unless you have been shown otherwise'.

Those undertaking work must have utility drawings showing where underground pipes and cables are and use location devices to locate and mark them. Once the position and route have been identified, excavation may go ahead, with trial holes dug (using suitable hand tools or vacuum excavation) as necessary, to confirm the position of any detected assets. Take special care when digging above or close to where you think pipes or cables are - unsafe digging can kill.

Our gas pipe locations are easily available online. All requests for maps and plant location information must be submitted through this online service:

linesearchbeforeudig.co.uk

Accessing our maps

You'll need to register/log in and provide a few details about the work you are undertaking. Register once and you will receive unlimited access to our online maps, detailing the location of our gas mains.

The following information will be required:

- Contact details
- Company or local authority name (if applicable)
- Nature of the works (eg planning application, planting trees, deep drilling, etc)
- Location details (eg postcode, address, grid reference, etc)

Once registered, you will be shown a map interface that will enable you to draw a search area and receive an instant response on which pipes or cables may be affected and which utility companies you should make contact with.

What happens next?

Within minutes of your online enquiry, you will be sent an email with a map extract from our gas mains record, showing your site and any of our gas mains as well as relevant safety information on safe digging practices.

We always send out safety information, however we may also forward your enquiry on to a local plant protection officer or a pipelines engineer to make direct contact with you depending on the work location.

Will I need to pay for access to SGN maps?

Access to our maps is usually free of charge.

If however you are a company that charges its customer for accessing our maps on their behalf, we will charge you £70 for each map enquiry.

Working near to or moving our assets

If you are planning works and have not checked our network maps, please refer to the accessing maps section.

If you are about to begin excavation and are worried about SGN plant in the vicinity, stop work immediately, contact our customer service team on **0800 912 1700** and assume there are pipes or equipment present.

Most diversions will be identified via our 'before you dig' procedures and the information you provide when accessing our network maps. Where a potential diversion is identified, we will be in touch to discuss our quotation and further arrangements.

You will always be issued with relevant safety advice and we may assign a plant protection officer to work with you.

In order to provide a quotation, we will require:

- A brief description of your works
- Ideally, the anticipated route of your planned diversion
- Any relevant drawings you have, such as engineering drawings and as much detail as possible
- Your contact details
- Proposed start dates and duration of your works

Once we have contacted you, it's necessary for us to receive the above in writing (post or email) and we'll provide the appropriate information on where to send this once we have spoken with you. We will then assess your plans and determine whether a diversion is required.

Where we confirm a diversion is required and a quotation has been issued, your job, subject to acceptance, will be planned in our systems and a member of the team will be in touch. You will be kept fully informed throughout the process.

Where required, we may assign a plant protection officer or pipelines engineer to work with you. This is free of charge.

If you would like to start the process of informing us of your works, please go to our network maps at: [linesearchbeforeudig.co.uk](https://www.linesearchbeforeudig.co.uk)

Third party connections



If you are an independent Gas Transporter (iGT) or Utility Infrastructure Provider (UIP) and require information on making connections to our network or the adoption of pipelines, you can:

Email us: soe_uip_igt@sgn.co.uk

Write to us: Third Party Connections Team,
St. Lawrence House,
Station Approach, Horley,
Surrey RH6 9HJ.

Our email box is monitored during business hours and a member of team will usually be in touch within five working days to discuss your requirements.

Our third party connections team manages the activities of all iGTs and UIPs making connections to our networks, providing advice and guidance to ensure safety and compliance with network policy and procedures.

All information on our services, requirements and charges as well as relevant forms, policies and instructions on how to complete our forms are available on our website at:

sgn.co.uk/Our-Services/SGN-3rd-Party-Connections

Connecting a biomethane plant to our network

Initial enquiry

Call us: 0131 469 1809

Email us: joel.martin@sgn.co.uk

Write to us: Biomethane Team, Axis House,
5 Lonehead Drive, Newbridge,
Edinburgh EH28 8TG.

Once we have received an indication of your plans we will undertake initial analysis and issue a response within 15 working days.

We need to know:

- the location of the main(s) in relation to the site
- the pressure of the main(s)
- the diameter and material of the main(s)
- the suitability of the main(s) to accept the volume of distributed gas indicated in your submission

This service is free of charge.

Capacity study

Where a capacity study is requested a quotation will be prepared and, subject to acceptance, we will produce the capacity study report and send it to you within 30 working days from receipt of acceptance.



What happens next?

If you wish to proceed, there are two options:

1. Adopted Entry Facility -

should you wish to undertake the design and installation of a facility, you may do so according to our Functional Design Specification (SGN/SP/BIO/2) which provides the technical requirements we expect the facility to adhere to, after which we will adopt specific items of equipment.

2. Feasibility Study -

should you wish for us to carry out the design, procurement and installation of the Entry Facility, we will provide you with a quotation and, if applicable, subject to acceptance, carry out a technical assessment to determine the physical arrangement of the entry compound and the connecting pipeline to our distribution network. The feasibility study will also provide an indication of the costs involved in installing the Entry Facility equipment and the connection to the network where one has been requested.

The estimated timescale for completion of the Feasibility Study is 10 weeks but is dependent on the project complexity.

Agreements

Before gas can flow into our network, a Connections Agreement and Network Entry Agreement must be in place.

The parties to these agreements will vary depending on which method is chosen for construction of the Entry Facility.

Further information

Further detailed information and our Distributed Gas Connections Guide can be found at:

sgn.co.uk/Responsibility/Greening-the-gas