

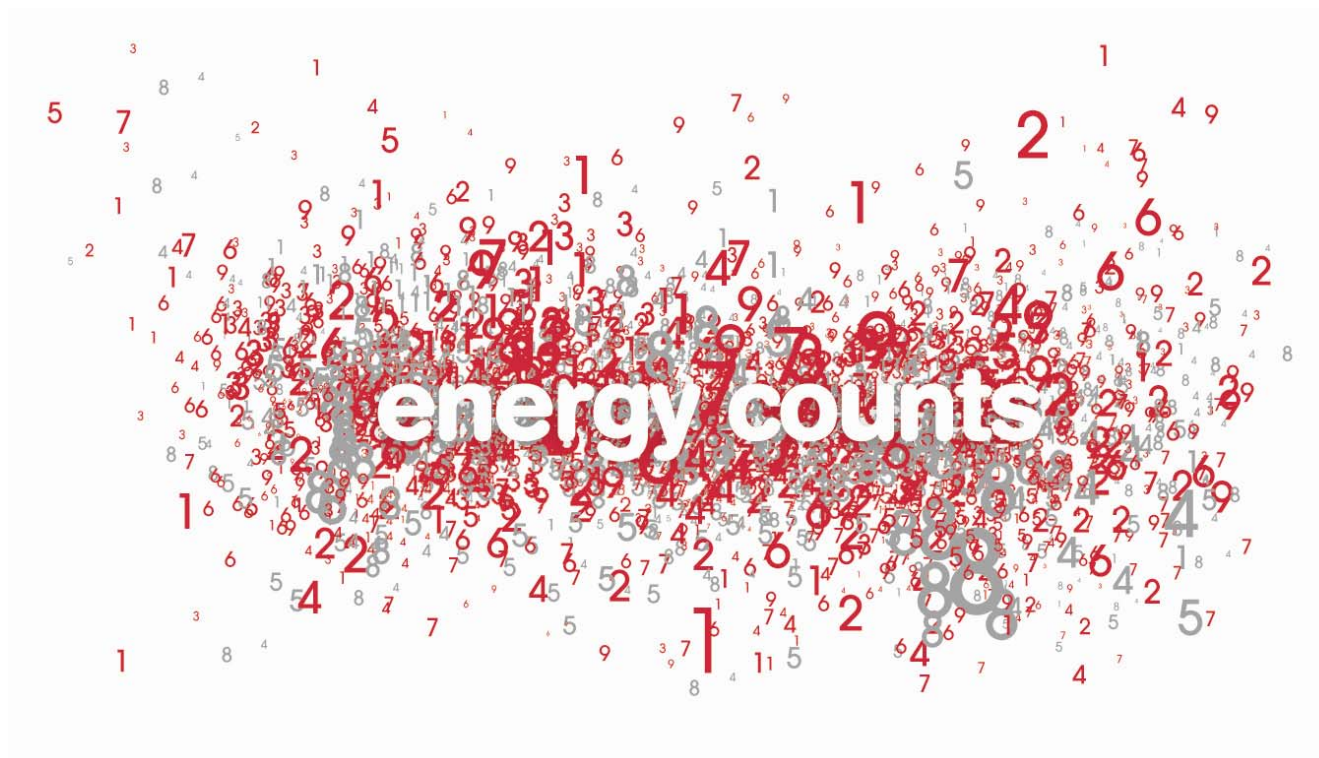
Information for Subcontractors

Minimum Requirements for Companies Wishing to Carry Out Works on Behalf of Bglobal Metering Ltd

Owner: William Jeffrey

Designation: Head of Metering Operations

Issue Version 1.1





Company Information

Bglobal is the company that first established smart metering as a truly viable, low cost opportunity for every UK business, and broke with the old ways of doing things.

We deliver smart and intelligent metering infrastructure, collect the data from it and provide the analysis with a range of tools that allows Companies to act on reducing costs, cut carbon emissions and get proper control over when, where and how electricity and gas is used.

The business was established in 2004 and at that time there was no model for delivering the extraordinary benefits of smart metering cheaply and efficiently for millions of British businesses. Only about 50,000 or so of the very largest electricity consumers in the UK could benefit from having access to their energy profile data, and only because their high levels of consumption forced them to measure it with very expensive meters and typically hard-wired data connection feeds every half hour. Everyone else was on a manual read and a large proportion had an estimated bill – this affected about 2.2 million businesses and more than 47 million homes.

We thought that was wrong. In today's age of innovation and technology we believed there must be a better way of doing things than people walking the streets to read old fashioned "dumb" meters every now and again, customers getting incorrect bills and having no access to the data that would give them real control and drive down costs. So we created Bglobal to bring the benefits of remotely read, fully automated meters to every business, large or small at a fraction of the established price.

The rest is history. In 2008 Bglobal installed its 50,000th business meter clearly making us the UK's foremost provider of smart metering in the non-half hourly market which covers most of Britain's homes and businesses.

Building on that foundation today we deliver a range of inexpensive, innovative energy management products and services designed to put Companies in control so they can make Energy Count.

bglobal metering limited

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What We Expect From You

Bglobal Metering will only engage with business's who can demonstrate that they have:

- a sound and acceptable working ethos with regard to health, safety, quality and customer care and able to provide details of all systems they have in place to manage all aspects of the business effectively
- the required level of experience throughout the business – at the customer interface, at administrative and management levels
- a proven track record in managing operatives working remotely
- a proven track record in hitting targets and in driving productivity without impacting on quality, health, safety and customer care
- a management team that will work with the Bglobal Metering management team and demonstrate a can do attitude with a responsiveness that ensures our clients are left delighted with the service provided

Minimum Expected Levels of Experience

Bglobal Metering predominantly want to work with business's that have experience in the metering sector. The staff in any business engaged must have the following levels of experience

- **Meter Operatives**
 - A minimum of 2 years experience in 3 phase and CT metering exchange works
 - Preferably an NVQ or City and Guilds Qualification in a relevant electrical engineering subject
 - Operatives must hold a valid certificate of authorisation from the relevant DNO (*see note below re DNO accreditation*)
 - All operatives must hold a valid and current certificate for the following:
 - First Aid
 - Asbestos Awareness (from an approved UCATA training provider)
 - CSCS Card
 - All operatives must attend a 2 day training course at the Bglobal Metering training centre – this training will be charged at £250 per day per operative. At the end of the training, assessments will be carried out and only operatives who demonstrate the necessary level of competence will be authorised and certified to carry out works on behalf of Bglobal Metering



Note

Bglobal Metering will not be responsible for any costs associated with travel, accommodation and subsistence and reserves the right to refuse to certify as competent any operative who does not meet the standards required.

If operatives do not have the above experience but are qualified electricians, Bglobal Metering can provide training.

The training will last for a minimum of 10 days and will be charged at a rate of £250 per day per operative and would be carried out at our training centre in Scotland.

Bglobal Metering will not be responsible for any costs associated with travel, accommodation and subsistence.

At the end of the training period the operatives who pass the assessments will be competent to carry out meter exchange works on single phase, multi phase, single rate, multi rate and CT metering systems.

All operatives will be assessed at the end of the training and will be issued with the relevant authorisation and certification.

Bglobal Metering does not provide any guarantee that any individual will pass the assessments at the end of the training course and does not guarantee that any individual will pass the relevant DNO accreditation.

All DNO accreditations and associated costs must be arranged by and borne by the subcontractor.

- **Management**

- Subcontractors must have in place sufficient levels of experienced managers to manage the operatives engaged in works on behalf of Bglobal Metering
- All managers must have a minimum of 5 years experience in metering at an operational level
- All managers will receive training on the Bglobal Metering procedures during a 2 day training course held at the Bglobal Metering training centre. The cost of this training will be £250 per day.
- All managers will be assessed in our auditing procedures and if deemed competent will be issued with the relevant certification to enable them to carry out audits to the required MOCOPA standard



Additional Information

Company Policies

We will require to review copies of your:

- Health and Safety Policy
- Quality Policy
- Environmental Policy
- Method Statements
- Risk Assessments
- Details of any RIDDOR reportable incidents over the previous 12 months (if applicable)
- Details of any HSE investigations over the previous 24 months and of any prohibition enforcement notices (if applicable)

CRB Checks

All staff engaged in operational metering activities must have a recently completed enhanced CRB check.

No individual will be authorised to work on behalf of Bglobal Metering until our HR Manager has reviewed a declaration from the subcontractor associated with the completion of an Enhanced CRB.

Driving Licence Checks

All staff engaged in operational metering activities must have a valid driving licence.

No individual will be authorised to work on behalf of Bglobal Metering until our HR Manager has reviewed a declaration from the subcontractor associated with the completion of a licence check.

Sealing Pliers

All operatives engaged in works on behalf of Bglobal Metering will be issued with MOCOPA approved sealing pliers. A deposit of £150 per set of sealing pliers will be required and will be refunded on safe return of the sealing pliers should an individual cease to work on the contract.



Tool Kit and PPE

You will be responsible for ensuring that all operatives engaged in works on behalf of Bglobal Metering are issued with the necessary tools and personal protective equipment. A detailed list of tools and equipment will be issued and included in the contract agreement.

Vehicles

Bglobal Metering require its subcontractors to represent our business in the best way possible and therefore it is not acceptable for any metering operative to use his/her car for works purposes.

All operatives engaged in works on behalf of Bglobal Metering must use a fit for purpose commercial vehicle. The vehicle must be liveried with the subcontractor Company name and the words "*working in partnership with Bglobal Metering*". All costs associated with the livery of the vehicles to be borne by the subcontractor.

Insurance

All Companies carrying out works on behalf of Bglobal Metering must have a minimum level of insurance as detailed below

- *Third Party Liability* Minimum of £5,000,000 of cover for any one claim and unlimited in aggregate per annum
- *Employers' Liability* Minimum of £10,000,000 of cover for each and every claim
- *Property Insurance* To a level to be agreed at the commencement of any signed contract to cover any theft or loss of Bglobal Metering stock / assets.