



**TERMS AND CONDITIONS FOR DECOMMISSIONING AND METER
REMOVAL SERVICES FOR PREMISES CONNECTED TO
JEMENA NSW GAS DISTRIBUTION NETWORK
(ANNUAL CONSUMPTION LESS THAN TEN (10) TERAJOULES)**

2 MAY 2016

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INTRODUCTION

These terms and conditions comprise:

- This introduction
- **Part A:** Acceptance of *offer* and payment of *decommissioning charges*
- **Part B:** Terms and conditions of providing the *service*
- **Annexure A:** *Site condition requirements*

What does this document apply to?

This document applies where *we* have made an offer to decommission the existing gas service and remove the meter at a *supply* address connected to *our* gas distribution network (***decommissioning service***).

This *service* is available where the *site condition requirements* in Annexure A are satisfied. If the *site condition requirements* are not satisfied, these terms and conditions do not apply (unless *we* agree otherwise) and *we* may withdraw the *offer* at any time prior to acceptance. If *you* have accepted the *offer*, clause 8.4 will apply.

What does Part A of this document do?

Part A details the acceptance process and details about any *decommissioning charge* payable in relation to the *service*.

What does Part B of this document do?

Part B sets out the terms and conditions that apply to *you* and *us* in relation to the *decommissioning work*, including the steps that both *you* and *we* are required to undertake so that the *decommissioning work* can be undertaken.

Privacy Policy

Our Privacy Policy is available on *our* website www.jemena.com.au.

Understanding this document

Italicised words in this document have the meaning given to them in the Dictionary in clause 15.

Please ensure *you* read this document. If *you* have any queries in relation to this document then please visit *our* website www.jemena.com.au or contact *our* New Connections Team as follows:

New Connections Team
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Phone: 1300 137 078
Fax: 02 9867 7453
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PART A: ACCEPTANCE OF OFFER & PAYMENT OF CHARGES

1. Application

On lodging an *application* and paying the applicable *decommissioning charge*, you are taken to have requested the provision by us of a *decommissioning service* on the terms and conditions of this document.

2. Decommissioning charge

2.1 [Not used]

2.2 The *decommissioning charge* is payable in consideration of us providing the *offer* and undertaking the *decommissioning work*.

2.2 Except where you are a *retailer* the *decommissioning charge* must be paid in full at the time you apply for the *decommissioning service* or by some later time notified by us. If the *decommissioning charge* is not paid by that time, the *agreement* will (unless we advise otherwise) automatically terminate and we will not undertake the *decommissioning work*.

PART B: TERMS AND CONDITIONS OF PROVIDING THE SERVICE

3. Formation of Agreement

Upon *our* acceptance of the *application*, *you* are taken to have entered into an agreement with *us* to carry out the *decommissioning work* on the terms and conditions set out in the *offer (agreement)*. The information contained in the *application* is incorporated into and forms part of the *agreement*.

4. Retail gas agreement for supply address

4.1 Where retail gas agreement is in place at time of application

If a *retail gas agreement* is in place when *you* make the *application*, then *you* agree that *we* may, but are not obliged to, accept the *application* and will be entitled to require *you* to arrange for *your retailer* to apply for the *decommissioning service*.

4.2 [Not used]

4.3 Information regarding retail gas agreement

Except as disclosed in the *application*, *you* confirm that there is no *retail gas agreement* in place and *you* acknowledge that *we* rely on that confirmation.

You must provide such further information as *we* reasonably require, verifying the accuracy of any information given to *us* under the *application* or this clause 4.

4.4 Applications lodged by retailers

Clauses 4.1 and 4.3 do not apply if *you* are a *retailer*.

5. Description of the decommissioning work

- 5.1 Unless described otherwise in the *offer*, the *decommissioning work* comprises the removal of the gas meter and the permanent isolation of the *supply address* from *our* gas main. The *decommissioning work* will be reasonably determined by *us* having regard to the *safety and technical requirements*.
- 5.2 *You* are responsible for all other work arising from the cessation of gas consumption and the removal of the meter at the *supply address*.

6. Gardens, driveways and other hard surfaces

- 6.1 To the extent reasonably practicable, we will endeavour to minimise disturbance to building surfaces, gardens and driveways while carrying out the *decommissioning work*.
- 6.2 The *decommissioning work* does not include the reinstatement of any surfaces including gardens, and you will be responsible for having any existing turf re-laid and top soil spread upon completion of the *decommissioning work*.
- 6.3 The *decommissioning work* does not include repair or restoration of damage caused to building surfaces by the original installation, or removal, of the meter and other equipment.

7. Timing of decommissioning work

- 7.1 We will endeavour to commence and complete the *decommissioning work* at a time agreed with you within a reasonable period after payment of the *decommissioning charge*.
- 7.2 [Not used]
- 7.3 [Not used]
- 7.4 Factors that may cause a delay to or prevent the commencement or completion of the *decommissioning work* include, but are not limited to:
 - a) requirement for traffic control (see clause 7.5);
 - b) inclement weather;
 - c) unforeseen ground conditions;
 - d) the conduct of other works at or in the vicinity of the *supply address*; and
 - e) your failing to comply with your obligations under this document (including the *site access requirements* in clause 9 and approvals requirements in clause 10).
- 7.5 Where we determine that traffic control is required to perform the *decommissioning work*, then we will arrange for an approved traffic management plan prior to commencing work. This will involve additional lead time estimated to be 4 to 6 weeks. The costs associated with this plan and traffic control are included in the *decommissioning charge*.

8. Site information and compliance with site condition requirements

- 8.1 You must provide us with:
 - a) all information about any risks, hazards or other actual or potential issues known to you that could reasonably be expected to affect the nature, cost or timing of the *decommissioning work* as early as possible before commencement of those works; and
 - b) all other information we reasonably require at any time relating to the rights and obligations of you and us under this *agreement*.
- 8.2 You must also notify us immediately if:
 - a) any information previously provided by you is no longer accurate; or
 - b) you become aware of any matter or thing that might reasonably be expected to affect the nature, cost or timing of the *decommissioning work*.

- 8.3 You acknowledge and agree that we rely on the accuracy of all information you provide to us, including the *site information*:
- a) to determine whether the property at the *supply address* meets the *site condition requirements* for the *service*;
 - b) to calculate the *decommissioning charge*; and
 - c) in carrying out the *decommissioning work*.
- 8.4 You accordingly confirm the accuracy of that information and that the *supply address* satisfies the applicable *site condition requirements*. If that information is found to be inaccurate¹, or the *site condition requirements* cease to be satisfied, or you fail to comply with clause 9, or you request a variation to the connection at the *supply address* (“**change in circumstances**”), then we will re-assess the suitability of the *supply address* for the *service* and may:
- a) terminate the agreement and take no further action to perform the *decommissioning work*, or
 - b) terminate the agreement and provide you with a revised offer.
- Any charge payable under a revised offer will be set out in that offer, together with the manner in which those charges are to be paid.

9 Site Access

- 9.1 You must:
- a) ensure that we and all our authorised representatives are provided with safe and unhindered access to the *supply address* to enable us to carry out the *decommissioning work*; and
 - b) comply with all reasonable requests made by us and our authorised representatives in relation to *supply address* access.
- 9.2 Failure by you to comply with this clause 9 will be treated as a *change in circumstances* and clause 8.4 will apply.

10 Approval of affected parties

- 10.1 You are responsible for obtaining at your own cost written approval from all affected parties and relevant statutory authorities for us to carry out the *decommissioning work* (except in relation to traffic management), including the consents referred to in clauses 10.2 and 10.3. We will not be obliged to commence the *decommissioning work* until such approvals are provided.
- 10.2 Without limiting clause 10.1, the consent of the *land owner* at the *supply address* must be obtained where:
- a) you are a *residential customer* and you are not the *land owner*, or
 - b) you are not a *residential customer* and neither you or the *client* is the *land owner*.

¹ Including where it is identified that the quantity of gas taken through the meter will, or can reasonably be expected to, exceed 10TJ per annum.

10.3 Where *you* are not a *residential customer*, or where *you* are a *residential customer* and clause 10.5 applies, *you* must also ensure that *you* have obtained the written consent of any individual whose *personal information* will be provided to *us* for that individual's *personal information* to be provided to *us* and other parties (such as a *retailer*), and for *us* and those recipients to collect, use and disclose the information:

- a) for the purposes of the *decommissioning work*, for the supply of gas to the *supply address*, and for related or ancillary purposes and any other purposes identified in *our* privacy policy from time to time; and
- b) in compliance with all applicable laws, including the Privacy Act 1988 (Cth).

As part of this, *you* must ensure that the individual is aware of the matters identified in Australian Privacy Principle 1.4 when *you* collect the *personal information*, including the matters set out in *our* privacy policy.

10.4 Where *you* are a *residential customer*, *you* acknowledge that by signing the *application* *you* consent to the provision of *your personal information* to *us* and other parties (such as a *retailer*), and for *us* and those recipients to collect, use and disclose the information:

- a) for the purposes of the *decommissioning work*, for the supply of gas to the *supply address*, and for related or ancillary purposes and any other purposes identified in *our* privacy policy from time to time; and
- b) in compliance with all applicable laws, including the Privacy Act 1988 (Cth).

As part of this, *you* acknowledge that *you* are aware of the matters set out in *our* privacy policy.

10.5 Where *you* are a *residential customer* and *you* have provided *personal information* of another person, then *you* must comply with clause 10.3 in relation to that person's information and details.

11 Gas Installation Compliance Certification

You must ensure a certificate of compliance for each new *gas installation* at the *supply address* is provided to *us* by a *licensed gasfitter* promptly after the *gas installation* is completed.

Note: The law requires that work in relation to a *gas installation* at the *supply address* must be carried out by or under the immediate supervision of a *licensed gasfitter* and in accordance with all relevant legislation and statutory instruments.

12 Use of gas at the premises

You must ensure that all gas appliances (including customer installation pipework) located at the *supply address* are installed in accordance with applicable laws and standards and by an appropriately qualified person.

You and the *client* (if any) accept all risks in respect of the control and use of gas at the premises located at the *supply address*.

13 Termination

If, other than as a result of a breach of the *agreement* by *us*, the *decommissioning work* is not completed within 90 days of acceptance of the offer or such later date agreed by *us*, *we* may terminate the *agreement* on written notice to *you*.

In this case, on *your* request, *we* will provide *you* with a new offer to provide the *service*, which *you* may accept in accordance with the terms of that revised offer.

We may also terminate the *agreement*.

- (a) pursuant to clause 8.4, or
- (b) where agreed with *you*, or
- (c) where a contract has been created upon acceptance of the *offer*, and a credit assessment of the *applicant* indicates that it is not creditworthy.

14 Limitation of Liability

14.1 Liability under law or consumer guarantee

If any law or consumer guarantee applies to any goods or services we supply as part of providing the *decommissioning work* under this agreement then our liability (if any) for any failure to comply with that guarantee in connection with any goods or services is limited, as far as the law permits and at our option, to resupplying the goods or services or paying for their resupply.

14.2 Liability – general

- (a) Subject to clause 14.1 and paragraph (c), and as far as the law permits, we are not liable for any loss *you* may suffer (including, without limitation, where caused by any negligent or wilful act or omission by *us* or by any other person) arising:
 - (i) from any breach of the terms of the *agreement* by *us*; or
 - (ii) in relation to *the decommissioning work* undertaken by or on behalf of *us*, including the carrying out (or failure to carry out) *the decommissioning work*, and the timing of that *decommissioning work*.
- (b) In relation to the use of gas at the premises located at the *supply address*:
 - (i) *you* must ensure that all appliances that require a supply of gas are installed in accordance with applicable laws and standards and by an appropriately qualified person (see in particular clause 11 above);
 - (ii) *you* acknowledge and agree that *we* are not responsible for, and *you* accept all risks in respect of, the control and use of gas at the premises located at the *supply address*; and
 - (iii) *you* indemnify *us* against (and therefore must pay *us* for) loss or damage suffered by *us* arising in connection with the control and use of gas at the *supply address*.

14.3 Indemnity

- (a) *You* release and indemnify *us* against any claim or proceeding that is made, threatened or commenced against *us*, and any cost, liability, loss, damage or expense (including legal and other professional costs on a full indemnity basis) that *we* may incur or suffer, as a direct or indirect result of *your* failure to comply with any applicable legislation (including the Privacy Act 1988 (Cth)), or failure to secure any necessary consent.

- (b) You agree to indemnify *us* and *our* related bodies corporate (together the ***indemnified parties***) for any damages, costs, expenses, claims and demands suffered by the *indemnified parties* and against all liability in respect of any claim which may be taken or made against any *indemnified parties* including, without limitation, any claim relating to:
- (i) loss of, or damage to, or loss of use of, any real or personal property; or
 - (ii) personal injury, disease or illness (including mental illness) to, or death of, any person,
- arising from or in connection with:
- (iii) a breach of the *agreement* by *you* (or any of *your* employees, contractors or agents);
 - (iv) any failure by *you* (or any of *your* employees, contractors or agents) to comply with applicable laws; or
 - (v) any work undertaken at the premises located at the *supply address* by *you* (or any of *your* employees, contractors or agents).
- (c) We hold the benefit of this indemnity granted in its favour on trust for *ourselves* and the other *indemnified parties*.

15 General

- 15.1 The agreement comprises the entire understanding of the parties. Any previous negotiations, understandings, representations, warranties or commitments in relation to, or in any way affecting, the subject matter of this agreement are merged in and superseded by the agreement and will have no legal effect.
- 15.2 If for any reason any of the terms of the *agreement* are held to be invalid, illegal or unenforceable by any court or administrative body, all other terms of the *agreement* will remain in force.
- 15.3 Any reference in this document to legislation, regulations, rules and other statutory instruments is a reference to the relevant document as amended or replaced from time to time. References to a “clause” are to clauses in this document.
- 15.4 The *agreement* will be governed by the law applicable in New South Wales.
- 15.5 Clauses 8 and 14, and *your* obligations in clauses 4.3, 10.3, 10.4, 10.5, 11 and 12 survive termination of the *agreement*.
- 15.6 The terms set out below have the following meanings in this document.
- access arrangement*** means *our* access arrangement for *our* gas distribution network, as in force from time to time under the National Gas Law.
- agreement*** has the meaning given to that term in clause 3.
- applicant*** means the person who lodged the *application*.
- application*** means, as applicable, the *application* form for a *service* at the *supply address*, in the form published on *our* website, or the completed form lodged by

you (including through *our electronic business system*) requesting a *service* at the *supply address*.

business day has the meaning given to it in section 2 of the National Energy Retail Law.

change in circumstances has the meaning given in clause 8.4.

client means the owner or occupant of the *supply address*.

decommissioning charge means the charge specified in the *offer*.

decommissioning work means the work described in clause 5 and the *offer*.

electronic business system means *our* electronic business system used by *us* for gas market business transactions with *retailers* and *our* electronic portal.

gas installation means the installation of equipment beyond the point of termination of the meter required to provide a supply of gas to the premises at the *supply address*.

land owner means the owner of the *supply address*.

licensed gasfitter means a gasfitter appropriately licensed by under the *Home Building Act 1989* (NSW), *Home Building Regulation 2004* (NSW) and the *Gas Supply (Consumer Safety) Regulation 2012* (NSW).

NGR means the National Gas Rules.

offer means the offer to provide a *connection alteration service* at the *supply address* made by *us* to *you* in the form of:

- a) an offer letter (including an offer acceptance sheet) which incorporates these terms by reference or to which this document is attached; or
- b) an electronic offer made through *our electronic business system*

and which incorporates the terms and conditions set out in this document, in each case subject to any variations made pursuant to clause 8.

our, we, us or Jemena means Jemena Gas Networks (NSW) Limited ABN 87 003 004 322.

personal information has the meaning given to it under the Privacy Act (1988) (that is information or an opinion, whether true or not, and whether recorded in a material form or not, about an identified individual, or an individual who is reasonably identifiable e.g. an individual's name, signature, address, telephone number).

residential customer has the meaning given to it in the National Energy Retail Law (that is, a customer who purchases energy principally for personal, household or domestic use at premises).

retail gas agreement means an agreement with a *retailer* for the sale of natural gas to the *supply address*.

retailer means a retailer as defined in the National Gas Law (that is, a person who is the holder of a retailer authorisation issued under the National Energy Retail Law in respect of the sale of gas).

safety and technical requirements means all relevant gas industry rules and standards, including:

- a) the Jemena Network Operator Rules which can be found on *our* website:
- b) AS/NZS 4645 Gas distribution networks (series comprising AS 4645.1 Network Management, AS 4645.2 Steel Pipe Systems and AS 4645.3 Plastic Pipe Systems); and

- c) AS 5601 Gas installations, which provides limiting conditions for copper tube, fittings and jointing.

Note: We may accept an operating limit of 400kPa for Type A and B Copper Tube. Composite pipe cannot be used. AS 5601 also applies in relation to venting of pressure reduction equipment and/or pressure limiting devices.

service means the service described in the *offer* and in the Introduction.

site condition requirements means the conditions set out in Annexure A.

site information means the site plans and information provided by *you* prior to commencement of the *decommissioning work*, including information set out in the *application*.

small customer has the meaning given to it in the National Energy Retail Law (that is, a *residential customer* or a business customer who consumes less than one terajoule of gas per year).

supply address means the address specified in the *application*.

you and **your** means the *applicant*.

15.7 Complaints

- (a) If you have a query, complaint or dispute relating to the agreement you may contact us:
- i) by telephone on 1300 137 078;
 - ii) electronically via the feedback form on *our* website www.jemena.com.au;
 - iii) by email: customerrelationsnsw@jemena.com.au; or
 - iv) by post: Customer Relations, PO Box 1220 North Sydney NSW 2059.
- (b) If you make a complaint, we must respond to your complaint in accordance with our standard complaints and dispute resolution procedures, found on our website or provided on request, and inform you:
- i) of the outcome of your complaint; and
 - ii) if you are not satisfied with our response and you are a *small customer*, you have a right to refer the complaint to Energy and Water Ombudsman of NSW (EWON) on 1800 246 545 or by visiting the following website: www.ewon.com.au

15.8 Inconsistency with access arrangement

The parties acknowledge and agree if there is any inconsistency or discrepancy between the *access arrangement* and the terms set out in this document, then the *access arrangement* will apply to the extent of the inconsistency or discrepancy.

ANNEXURE A: SITE CONDITION REQUIREMENTS

Site condition requirements for *decommissioning and meter removal service*

The annual consumption of gas at the *supply address* is forecast to be less than ten (10) terajoules.