

CIRCULAR

TYPE & NUMBER	ELEXON Circular – EL03119
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Date	16 March 2020
To	BSC Parties
From	ELEXON Communications
Purpose	For information

Temporary closure of ELEXON's office to manage the impact of the coronavirus

To help manage the impact of the coronavirus, our senior management team have decided to close our office from today (Monday 16 March) until further notice. We are doing this to safeguard the well-being of all visitors to our office, and our staff. So we are asking our customers not to travel into our office until further notice.

ELEXON and its subsidiary, EMR Settlement Ltd, have robust business continuity plans in place for our teams and for our service providers.

We will continue to deliver our full range of services under the Balancing and Settlement Code, the Capacity Market and the Contracts for Difference schemes.

Our staff are well prepared for managing Settlement services while working remotely, and we do not expect closure of the office to result in any issues for our services.

If you were due to attend a meeting organised by ELEXON, a member of our staff will contact you to make alternative arrangements, such as hosting the meeting via tele or video conference. We frequently use tele and video conferencing to host meetings.

We are sorry for any inconvenience this causes, and we will keep you updated on when the office will be open again as usual.

For further information please contact:

- Communications at communications@elxon.co.uk
- The BSC Helpdesk remains available at <https://www.elxon.co.uk/about/elxon-key-contacts/bsc-service-desk/>
- Or visit our website at (www.elxon.co.uk) for further information
- Or call us on 020 7380 4100
- For any questions in relation to EMR Settlement Ltd please get in touch at contact@emrsettlement.co.uk in the first instance