

# APPENDIX A

**WATER INDUSTRY SPECIFICATIONS AND INFORMATION AND GUIDANCE NOTES APPLICATION FOR DEVELOPMENT OR AMENDMENT OF 4-SERIES (MATERIALS) WIS OR IGN**

Provisional title:

Scope and summary of content proposed (please describe as briefly as possible):

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Assessment of the risk to the industry that the document will address:  Type of Risk: ........................................................................................................................................ | | | | | |
| Risk Matrix | | | | | The Risk Matrix should indicate the level of any significant risk to Water UK members of developing/amending or not developing/amending the WIS or IGN. An assessment of high (H), medium (M) or low (L) probability and impact should be based on a demonstrable process. The assessment should be indicated with an X in the appropriate box of the matrix and a description of the likely impact and the likely probability to justify the position entered below. |
| Probability | H |  |  |  |
| M |  |  |  |
| L |  |  |  |
|  | L | M | H |
|  | Impact | | | |

Description (to justify matrix position):

Impact of Risk: .....................................................................................................................................

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Probability of Risk: ...............................................................................................................................

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Repeat for any other significant risks the document addresses.

Justification and explanation:

Document change information detailing changes where the proposal is an amendment.

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The perceived benefits of using the document:

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Any perceived on-cost of using the document:

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Any perceived cost saving of using the document:

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The perceived market for the product/service in the document:

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How the document fits in with any European standard (if there is a European Standard covering the same area, a WIS/IGN is not appropriate):

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Alignment with the provisions of European Standards (we are obliged to use such provisions):

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Initiator: ..............................................................................................................................................

Group responsible for drafting or amending: .......................................................................................

(Standards Board to confirm)

Technical Secretary of Drafting Group: ...............................................................................................

Primary Author: ...................................................................................................................................

Funding route: .....................................................................................................................................

Estimated date for Public Comment: ...................................................................................................

Recommendation from Drafting Group to go to the Water UK Standards Board Chairman ............................................. Date...............................................

Water UK Standards Board Approval for drafting

Chairman ............................................. Date ...............................................

**Please Note** that drafting should not commence until this approval has been received.

**Original copy of form signed by the Chairman of the Drafting Group is to be sent to the Water UK Standards Board via the Technical Secretary.**