

## POST OFFICE LIMITED – NETWORK TRANSFORMATION

## COMMERCIALTRANSFER / NETWORKTRANSFORMATION VOLUNTEER SCENARIOS

19<sup>th</sup> April 2013 – Final

| Commercial Transfer Scenarios  | Advertising  |
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| <p><b>1. Commercial transfer - Scenario 1</b></p> <p>1.1. Existing operator is not a NT volunteer (i.e. has not completed Estate Survey to indicate he wishes to either leave under NT or convert his branch on site); and</p> <p>1.2. Existing operator has a “legacy” contract which he wishes to resign from; and</p> <p>1.3. Existing operator is making premises available for continued service at those premises; and</p> <p>1.4. New operator to be appointed.</p> | <p><b>"At"</b> if current operator offers applicant.</p> <p><b>"Near"</b> if premises are not available or if no interested prospective operators are found following advertising “at”</p> <p><i>Note: Where an existing operator has already secured a buyer it is up to the operator to decide whether they want Post Office Ltd to advertise the vacancy for a 4 week period. If the operator does not wish Post Office Ltd to advertise the vacancy for 4 weeks then Post Office Ltd will not advertise the vacancy.</i></p> |
| <p><b>2. Commercial transfer - Scenario 2</b></p> <p>2.1. Branch already a main or local; and</p> <p>2.2. New appointment is on same model; and</p> <p>2.3. Existing/new premises; and</p> <p>2.4. New operator to be appointed.</p>   | <p><b>"At"</b> if the current operator makes the premises available.</p> <p><b>"Near"</b> if the current operator does not want to make premises available.</p> <p><i>Note: Where an existing operator has already secured a buyer it is up to the operator to decide whether they want Post Office Ltd to advertise the vacancy for a 4 week period. If the operator does not wish Post Office Ltd to advertise the vacancy for 4 weeks then Post Office Ltd will not advertise the vacancy.</i></p>                            |

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| <b>3. Commercial transfer - Scenario 3</b><br>3.1. Branch already a main or a local but has been remodelled as the alternative new model; and<br>3.2. Existing/new premises; and<br>3.3. New operator to be appointed. | <p>"At" if the current operator makes the premises available.</p> <p>"Near" if the current operator does not want to make premises available.</p> <p><i>Note: Where an existing operator has already secured a buyer it is up to the operator to decide whether they want Post Office Ltd to advertise the vacancy for a 4 week period. If the operator does not wish Post Office Ltd to advertise the vacancy for 4 weeks then Post Office Ltd will not advertise the vacancy.</i></p> |
| <b>4. NT Volunteers (Standard on site) - Scenario 1</b><br>4.1. On site with existing operator (i.e. existing premises / existing operator).   | None – advertising not required.  |
| <b>5. NT Volunteers (standard off site) - Scenario 2</b><br>5.1. Existing operator volunteers to leave; and<br>5.2. Existing operator does not want to make current premises available.                                | "Near"  |
| <b>6. NT Volunteers - Scenario 3 (variant on site)</b><br>6.1. Existing operator volunteers to leave; and<br>6.2. Existing operator wishes to make premises available  | "At or near"  |
| <b>7. NT Volunteers - Scenario 4 (variant off site)</b><br>7.1. Existing operator wishes to convert but at new premises.   | None – advertising not required.  |