



## Gas Industry Standards Board

1100 Louisiana, Suite 4925, Houston, Texas 77002

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Home Page: [www.gisb.org](http://www.gisb.org)

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**TO:** Business Practices Subcommittee (BPS) Chairs: Greg Lander, Producer Segment Vacancy, Diane McVicker (absent), Kim Van Pelt, Robert McAnally (absent)  
Posting for Interested Industry Participants

**FROM:** Rae McQuade, Executive Director

**RE:** Final Minutes from the Business Practices Subcommittee Meeting

**DATE:** January 13, 2000

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### GAS INDUSTRY STANDARDS BOARD

#### GISB BUSINESS PRACTICES SUBCOMMITTEE MEETING

Teleconference Call: January 6, 2000

#### FINAL MINUTES

#### I. Administrative

Mr. Lander chaired the meeting and welcomed the participants. Mr. Buccigross identified the participants in a roll call and will take minutes. Mr. Lander gave the antitrust advice.

The agenda was then adopted as drafted without objection.

The draft minutes of November 4, 1999 and December 16, 1999 were modified in the meeting and both sets of modified minutes were adopted as final without objection.

#### II. Review of the following Capacity Release Category of Business Practices Subcommittee Requests for discussion & possible vote.

##### **R98037:** Columbia Gas

Mr. Lander reviewed the progress on this request from the last meeting and noted that we would likely address it via instructions to the Information Requirements (IR) Subcommittee.

Mr. Stodola then described an issue he was aware of (from CNG Transmission) where offers from *different* pipelines are tied together. He noted that the draft instructions from the prior meeting would not take this situation into account. Mr. Aschbrenner noted a similar situation occasionally exists on CIG.

Ms. Hess and others noted that these circumstances are probably best handled as contingencies and/or special terms and conditions, and not as a "not a stand-alone offer."

Mr. Keisler asked whether this would replace the data elements Not a Stand Alone Offer Terms and Conditions and Not a Stand Alone Bid Terms and Conditions. Mr. Buccigross and others noted that this was previously discussed and that the new data elements would not replace these data elements, but rather the new data element would only be used to tie the various offers (and bids) together. Other terms and conditions could and would be described in the Not a Stand Alone Offer/Bid Terms and Conditions

Ms. Munson proposed the following conditions: In the Offer Upload, the Not a Stand Alone Offer Terms and Conditions would be Sender's Option (SO), however it would only be used when the "Not A Stand Alone Offer Terms and Conditions" was 'yes.' From a business point of view, if such conditions exist, they would be populated here.



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In the Offer Download, the condition would be Conditional, mandatory if provided in the original offer.

The corollary situation and conditions would apply to the Bid Download and Bid Upload.

**Motion** Mr. Stodola made the following motion which was seconded by Ms. Corcoran (R98037-1)  
Instruct IR to add a mandatory data element to the Offer Upload and Offer Download. This "machine processable" data element would be used to tie the various offers together in the case where an offer is not a "stand alone offer" on that Transportation Service Provider.

In the Offer Upload, the Not a Stand Alone Offer Terms and Conditions usage would be Sender's Option (SO), however it would only be used when the "Stand Alone Offer Indicator" indicates the offer is not stand alone. From a business point of view, if such Not A Stand Alone Offer Terms and Conditions exist, they should be present in the Not a Stand Alone Offer Terms and Conditions data element. In the Offer Download, the usage would be Conditional, mandatory if provided in the original offer.

**Action** The motion carried unanimously. See voting record for specifics.

**Motion** Mr. Stodola made the following motion which was seconded by Ms. Corcoran (R98037-2)  
Instruct IR to add a mandatory data element to the Bid Upload and Bid Download. This "machine processable" data element would be used to tie the various bids together in the case where a bid is not a "stand alone bid" on that Transportation Service Provider.

In the Bid Upload, the Not a Stand Alone Bid Terms and Conditions usage would be Sender's Option (SO), however it would only be used when the "Stand Alone Bid Indicator" indicates the bid is not stand alone. From a business point of view, if such Not A Stand Alone Bid Terms and Conditions exist, they should be present in the Not a Stand Alone Bid Terms and Conditions data element. In the Bid Download, the usage would be Conditional, mandatory if provided in the original bid.

**Action** The motion carried unanimously. See voting record for specifics.

### III. Review of the following Invoice Category of Business Practices Subcommittee Requests for discussion and possible vote:

#### **Request R99049 Williams**

Mr. Lander reviewed the discussion from the previous meeting on this request.

**Motion** Mr. Keisler then made the following motion which was seconded by Ms. Munson:  
BPS recommends that the data element Remit to Party be added to the Transportation/Sales Invoice and the Service Requester Level Charge/Allowance Invoice as detailed below:

Transportation / Sales Invoice (GISB Std. 3.4.1) and Service Requester Level Charge/Allowance Invoice (GISB Std. 3.4.4)



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Business Name: Remit to Party\*  
Abbreviation: Remit to Pty  
Definition: Party to which payment of an invoice should be sent.  
Data Group: BEDG  
EDI / FF Usage: C  
Condition: Mandatory when Remittance Address is sent

**Action** The motion carried unanimously. See voting record for specifics.

### **Request R99051 Williams**

Mr. Lander reviewed the discussion from the previous meeting on this request.

**Motion** Mr. Keisler then made the following motion which was seconded by Ms. Corcoran:  
BPS recommends that the usage of the following data elements in the Transportation/Sales Invoice and the Service Requester Level Charge/Allowance Invoice be changed from Business Conditional (BC) to Sender's Option (SO):

Transportation / Sales Invoice (GISB Std. 3.4.1) and Service Requester Level Charge/Allowance Invoice (GISB Std. 3.4.4)

Currency  
Effective Exchange Date  
Electronic Funds Transfer Address  
Electronic Funds Transfer Due Date  
Exchange Rate  
Price Tier (Applicable to 3.4.1 only)  
Tax Identification Code

**Action** The motion carried unanimously. See voting record for specifics.

### **IV. Review of the following question from IR for discussion only:**

Shipper Imbalance Questions from Information Requirements Subcommittee  
(memo dated 10/10/99)

Mr. Keisler reviewed again the work paper from the Information Requirements Subcommittee regarding this request, which reads as follows:

The Information Requirements Subcommittee is in the process of addressing several requests which affect the Shipper Imbalance (2.4.4). IR raised the following issues regarding existing data elements that are used to convey adjustment information:

1. Is the Adjustment Quantity data element needed? How is this data element used? Since the adjusted quantity is shown at the line item level, what goes in this data element?
2. If the Adjustment Quantity is used, does it reflect the difference or the net quantity? And, the difference or net between which two quantities?



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3. Additional Adjustment Type code values are needed to specify adjustments made to any of the quantities that are included in the statement.

Regarding Item 1: Ms. Barnum described her use of PMA's (prior month adjustment) quantities and believed this is where that adjustment would go. This adjustment could either be at the contract or at the line-item level.

Regarding Item 3: Ms. Munson believes that multiple adjustment types – that is, adjustment types for different reasons – would be necessary. Therefore, multiple adjustment quantities would be necessary.

Ms. Munson noted that in some cases an adjustment value, as opposed to an adjustment quantity, would be specified.

The question was raised whether this data element, if necessary at all, was necessary at a different level of the dataset.

Mr. Griffith noted that an adjustment is not the result of the allocation process but would be a direct modification to the imbalance quantity.

Ms. Hess noted that there are multiple quantities present in the dataset. The adjustment type code data element by itself does not uniquely specify which of the quantities in the dataset are actually being adjusted. There is apparently no way to specify which quantity is being adjusted using the Adjustment Quantity and Adjustment Type data element.

Ms. Barnum noted that it had been quite some time since she had examined this issue and asked for another week to review the request.

This request was deferred until the next meeting.

### **VIII. Next Meeting and Agenda**

The next conference call is scheduled for January 13, 2000. The agenda will be as follows:

For discussion and possible vote :  
Shipper Imbalance – Questions from IR memo 10/10/99

For discussion only:  
R97110 – TransCapacity  
R96018 - TransCapacity

For discussion only :  
R98085 – Issues from Information Requirements, IR memo 11/29/99

### **IX. Adjourn**

The meeting was adjourned without objection at 4:30 p.m. central.



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### VI. Meeting Attendees & Voting Record

Name	Company	GISB Member	Vote	R98037-1	R98037-2	R98049	R99051
<b>Pipelines:</b>							
Betty Barnum	CMS Panhandle Eastern	Yes	Yes	Yes	Yes	Yes	Yes
Jim Keisler	Williams Gas Pipeline	Yes	Yes	Yes	Yes	Yes	Yes
Stephanie LeCureaux	ANR	Yes	Yes	Yes	Yes	Yes	Yes
Mark Gracy	Tennessee Gas Pipeline	Yes	Yes	Yes	Yes	Yes	Yes
Bill Griffith	CIG	Yes	Yes	Yes	Yes	Yes	Yes
Clancy Aschbrenner	CIG	Yes	No				
Trish Meigs	Texas Eastern	Yes	Yes	Yes	Yes	Yes	Yes
Kim Van Pelt	CMS Trunkline Gas Co.	Yes	Yes			Yes	Yes
Chuck Stodola	Columbia Gas Transmission	Yes	Yes	Yes	Yes	NP	NP
Theresa Hess	Enron – Transwestern	Yes	Yes	Yes	Yes	Yes	Yes
<b>Services:</b>							
Jim Buccigross	National Registry	Yes	Yes	Yes	Yes	Yes	Yes
Greg Lander	Skipping Stone/TransCapacity	Yes	Yes	Yes	Yes	Yes	Yes
Sylvia Munson	Altra	Yes	Yes	Yes	Yes	Yes	Yes
Cynthia Corcoran	Cynthia Corcoran Attorney At Law	Yes	Yes	Yes	Yes	Yes	Yes
<b>Producers:</b>							
Joyce Phillips	PanCanadian	Yes	Yes	Yes	Yes	Yes	Yes