

North American Energy Standards Board

1301 Fannin, Suite 2350, Houston, Texas 77002
Phone: (713) 356-0060, Fax: (713) 356-0067, E-mail: naesb@aol.com
Home Page: www.naesb.org

TO: Business Practices Subcommittee Chairs, Interested Industry Participants
FROM: Rae McQuade, Executive Director
RE: Final Minutes from the Business Practices Subcommittee Meeting, January 22, 2004
DATE: February 5, 2004

1. Administrative

Ms. Van Pelt opened the meeting and gave the anti-trust advice. Participants on the call introduced themselves. The agenda was adopted as posted. The 01/08/2004 draft meeting minutes were modified and adopted.

2. WGQ Annual Plan Item 2: Review and Development Necessary Standards for FERC Order 2004

Action Item Table:

Paragraph	Action Item	Action
358.3(a)	Review of definition of "transmission provider"	
358.3(b)	Review of definition of "affiliate"	
358.3(d)	Review of definition of "energy affiliate"	
358.3(e)	Review of definition of "marketing, sales or brokering"	
358.4(a)(2)	Transmission Provider must report to the Commission and post on the Internet website each emergency that resulted in any deviation from the standards of conduct within 24 hours of such deviation.	Modified 4.3.23 to add Standards of Conduct subcategory under Notices category
358.4(b)	Identifying affiliates <u>(or potential affiliates)</u> on the public Internet	
358.4(c)	Notices of any employee transfers must be posted on the Internet website.	
358.4(e)(3)	Transmission Provider must post on the Internet website current written procedures implementing the standards of conduct in such detail as will enable customers and the Commission to determine that the TP is in compliance with the requirements.	
358.5(b)(3)	If an employee of the Transmission Provider discloses information in a manner contrary to the requirements of <u>358.5(b)(1) and (2)</u> , the TP must immediately post such information on the Internet website.	Modified 4.3.23 to add Standards of Conduct subcategory under Notices category

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Paragraph	Action Item	Action
358.5(c)(4)	The Transmission Provider must maintain a written log, available for Commission audit, detailing the circumstances and manner in which it exercised its discretion under any terms of the tariff. The information contained in this log is to be posted on the OASIS or Internet website within 24 hours of when a Transmission Provider exercises its discretion under any terms of the tariff.	
358.5(d)	Any offer of a discount for any transmission service made by the Transmission Provider must be posted on the OASIS or Internet website contemporaneously with the time that the offer is contractually binding. The posting must include: the name of the customer involved in the discount and whether it is an affiliate or whether an affiliate is involved in the transaction, the rate offered; the maximum rate; the time period for which the discount would apply; the quantity of power or gas scheduled to be moved; the delivery points under the transaction; and any conditions or requirements applicable to the discount. The posting must remain on the OASIS or Internet website for 60 days from the date of posting.	

Discussion:

There was again discussion as to the definitions in the order and how they will be used in any proposed standards. It was discussed that definitions should be used for nothing more than clarifying meaning in the standards and they won't necessarily appear as NAESB standard definitions. It was also discussed that there is a distinction between FERC's definition of Transmission Provider and NAESB's Transportation Service Provider.

The following modifications were suggested to the existing WGQ standards. These modifications are not final. Further modifications may be required as the review of the order regulations.

Proposed Modified Standard:

4.3.6 Transportation Service Providers should establish a HTML page(s) accessible via the Internet.

The following information should be posted:

1. Notices (critical notices, operation notices, system wide notices, etc.)
2. FERC Order No. 566 affiliated marketer information (affiliate allocation log, 24 hr. discount posting, etc.)
3. Operationally available and unsubscribed capacity
4. Index of customers
5. Transportation Service Provider's tariff (Terms, conditions and rates), or general terms and conditions
6. FERC Order No. 2004 Standards of Conduct postings

It was originally discussed that Order No. 566 should be superseded by Order No. 2004 and it was suggested that we replace Order No. 566 with Order No. 2004. After discussion, it was determined that we would add a number six with the Order No. 2004 posting requirement reference and investigate

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whether Order No. 566 can be replaced with Order No. 2004. If so, we will make the modification at a subsequent meeting.

Proposed Modified Standard:

4.3.18 Transportation Service Providers should provide and keep current to the Central Address Repository the addresses (URLs) for the following in a specified format and communication method(s):

- Informational Postings
- ~~Energy Affiliated Marketer~~ Info.
- Capacity
- Index of Customers
- Notices
- Tariff
- Downloads
- Site Map

This specification and any changes to it should be subject to NAESB WGQ approval.

Proposed Modified Standard:

4.3.21 The categories and the labels for Informational Postings required under NAESB WGQ Standard 4.3.6 should be as follows:

- ~~Energy Affiliated Marketer~~ Info.
- Capacity
- Index of Customers
- Notices
- Tariff

Proposed Modified Standard:

4.3.23 The subcategories and labels for the categories of Informational Postings should be as follows:

<u>CATEGORIES</u>	<u>SUBCATEGORIES</u>
Energy Affiliated Marketer Info.	Capacity Allocation Log (when applicable)
Capacity	Discount Offers
	Operationally Available
	Unsubscribed
<u>Discounts</u>	
Index of Customers	Critical
Notices	Non-Critical
	Planned Service Outage
	<u>Standards of Conduct</u>
Organizational Charts	
Posted Imbalances	Title Page
Tariff	Table of Contents
	Preliminary Statement
	Map
	Currently Effective Rates
	Rate Schedules
	General Terms and Conditions

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Form of Service Agreement
Entire Tariff
Sheet Index

Transactional Reporting

These categories and labels should appear in the order specified above and before any others.

We will continue at the next meeting.

3. Next Meeting(s) and Agenda

2/05/2004	10:00a.m. - 12:00p.m.	Conference Call
2/19/2004	10:00a.m. - 12:00p.m.	Conference Call
3/04/2004	10:00a.m. - 12:00p.m.	Conference Call
3/17/2004	9:30a.m. - 4:30p.m.	Face-to-Face (Houston, TX - Tentative)

4. Adjourn

The meeting was adjourned.

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Meeting Attendees and Voting Record

Attendee	Organization	1/22/2004	NAESB WGQ Member?
Pipelines:			
Kim Van Pelt	Panhandle Eastern Pipe Line	√	√
Mark Wilke	Trunkline	√	N
Christopher Burden	Williams Gas Pipeline	√ (nv)	√
Dale Davis	Williams Gas Pipeline	√	√
Randy Young	Gulf South Pipeline	√	√
Bill Griffith	Colorado Interstate Gas	√	√
Mike Schisler	NGPL	√	√
Marcy McCain	Texas Eastern Transmission	√(nv)	√
Kathryn Burch	Texas Eastern Transmission	√	√
Brian White	NiSource Pipelines	√	√
Mark Gracey	Tennessee Gas Pipeline	√	√
Charlie Bass	ANR Pipeline	√	√
Donna Scott	Transwestern	√	√
Micki Schmitz	Northern Natural Gas Co.	√	√
Tom Gwilliam	Iroquois Gas Transmission	√	√
Prince McDougal	Southern Natural Gas Company	√	√
Janie Nielsen	Kern River Gas Transmission	√	√
Cynthia Corcoran	Enbridge	√	√
Iris King	Dominion Transmission	√	√
Bill Allen	Dominion Transmission	√	√
Services:			
Jennifer Chen	SunGard Energy Systems	√	√
Leigh Spangler	Latitude Technologies	√	√
Producers:			
Sheri Heslington	Dominion Exploration	√	√
End Users:			
Tina Burnett	Boeing	√	√
Gary Hinners	Reliant Energy Services	√	√
LDCs:			
Mike Novak	National Fuel Gas Distribution	√	√
Pete Connor	NiSource Distribution	√	√
Tom Wander	PNM	√	N
Marjorie Perlman	Energy East	√	√
Marilyn Adusei-Poku	NiSource Distribution	√	√
Associations:			
Mariam Arnaut	American Gas Association	√(nv)	N

NAESB Office:

Bold signifies a BPS Chair

nv – not voting