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Gas Industry Standards Board

1100 LOUISIANA, SUITE 4925, HOUSTON, TEXAS 77002
PHONE -- (713) 356-0060, FAX -- (713) 356-0067, email gisb@aol.com
Home Page www.gisb.org

April 1, 1999

TO: Business Practices Subcommittee (BPS) chairs: Greg Lander, Norm Walker (absent), Robert McAnally, Diane McVicker, Terry McRae (absent)
Posting on the GISB home page for interested industry participants

FROM: Rae McQuade

RE: **Final Minutes from the Business Practices Subcommittee -- April 1, 1999**

I. Administrative

Mr. Lander opened the meeting at 2:30 p.m., welcomed the participants, the roll was called and antitrust advice was given. The agenda was adopted with changes to the order. The minutes of the March 25 meeting were adopted with changes.

II. Request R98001

The work paper provided by Mr. Stodola on behalf of Columbia Gas Transmission was reviewed. Columbia Gas Transmission requests that the text "and mandatory for Service Requester provided PDAs when the Associated Contract was submitted in the Nomination and the allocation is to the nomination line item level" be added to the condition of Associated Contract for Standard 2.4.1. Also, Columbia Gas Transmission requests that the condition for Associated Contract in Standard 2.4.3 be changed to "Mandatory when provided in the PDA."

Discussion began by breaking the phrase into parts. After discussion, it was recognized that as always, parties can mutually agree to use data elements that do not have a mandatory usage. After further discussion it was determined that part of the language referring to the nomination line item level was surplus. It was also recognized that as AGDT work is considered by BPS, it is likely that allocations may be provided to parties even though those parties did not submit a PDA and the conditionality in the Allocation document will likely need refinement.

The following motion was made and seconded:

BPS recommends to Information Requirements Subcommittee that it implement the intended business result as a separate independent business reflected in the following language:

Columbia Gas Transmission requests that the text "and mandatory for Service Requester provided PDAs when the Associated Contract was submitted in the Nomination." be added to the condition of Associated Contract for Standard 2.4.1. Also, Columbia Gas Transmission requests that the condition for Associated Contract in Standard 2.4.3 be changed to "Associated Contract is Mandatory in an Allocation provided to a PDA submitter when it is provided in the PDA."

and do so in conjunction with its processing of request numbers R98011 and R98012.

The motion passed unanimously.

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III. Invoice Requests - Business Practice Related

Request No. R97123:

The request was reviewed by Mr. Lander. The request was submitted by National Fuel Gas Distribution:

Regarding Invoice Payment: Generally, when a pipeline invoice due date is also a non-Business Day, the payment date should be determined by whether the previous day is a Business Day. Specifically, as shown in the example below:

If the due date is not a Business Day (defined in Standard 3.2.1) (e.g., a Saturday) and the previous day is a Business Day, then the customer shall remit payment on that previous day (e.g., Friday). [This is also illustrated by a payment due date occurring on Thanksgiving Thursday -- the payment would be remitted on the previous day, Wednesday.]

If the due date is not a Business Day (e.g., a Sunday) and the previous day also is not a business Day, then the customer shall remit payment on the following Business Day (e.g., Tuesday in the event of a Monday holiday).

In discussions on the request, questions were raised that would be forwarded to National Fuel prior to the next meeting:

- What if both the day before and the day after are holidays?
- The tariffs are clear so what is the rationale for the request?
- How would this apply to Internet posting of invoices?

This request and responses should be addressed at the BPS meeting on April 15.

Request No. R97091:

The request was reviewed by Ms. Davis. The request was submitted by Transco:

Transco proposes that a new Invoicing-related Standard be added to describe the timeliness requirements of the Payment Remittance statement. There is currently no standard that addresses this issue. Transco suggests that the Standard require the Payment Remittance statement to be sent within two business days of the payment. This will allow time for the Remittance Number to be obtained (the Remittance Number is a mandatory field on the Payment Remittance statement, but it is not assigned until after a Wire Transfer is sent). When implemented, this new Standard will provide the parties with a time frame for sending/receiving the information.

In discussions on the request, no questions were raised that would be forwarded to Transco prior to the next meeting. A work paper will be forthcoming from Transco on business practice standard language prior to the April 15 BPS meeting.

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IV. Order of Remaining Requests for Invoicing - Business Practice Related

There were no opinions on the order, other than the ordinal order specified in the March 25 meeting. The requests will be addressed in the following order: R97123, R97091, C98003, R98003, R98091 and R99001.

V. Upcoming Agenda & Adjournment

The meeting adjourned at 4:30 p.m.

The next BPS meeting is scheduled in a face-to-face meeting for April 8 and 9 in Houston, hosted by Koch Gateway. The agenda follows:

1. Administrative: Welcome, Antitrust Advice, Roll Call, Adoption of Agenda, Adoption of Draft Minutes from April 1, 1999.
2. AGDT Issues -- **FOR DISCUSSION AND VOTE** (Work paper provided)
3. Review of the following requests **FOR DISCUSSION AND VOTE** :
R97123 (Questions to be answered by National Fuel)
R97091 (Work paper to be provided by Transco)
4. Review of the following requests **FOR DISCUSSION** :
C98003
R98003
R98091
R99001
4. Next meeting and agenda for telephone conference
5. Adjourn

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IV. Attendees¹

<u>Name</u>	<u>Company</u>	<u>Email</u>	<u>M</u>	<u>V</u>	<u>R1</u>
SERVICES:					
Donna Scott	Enron Administrative Corp	dscott2@ect.enron.com	✓	✓	✓
Greg Lander	TransCapacity	exec@tcapserv.com		✓	✓
LDCs:					
Robert McAnally	Northwest Natural	rfm@nwnatural.com		✓	
PIPELINES:					
Bill Griffith	Colorado Interstate Gas	william.griffith@coastalcorp.com		✓	✓
Mary Sue McNeal	El Paso Natural Gas	mcnealm@epenergy.com		✓	✓
Theresa Hess	Enron - Transwestern	thess@enron.com		✓	✓
Julie Unruh	Koch Gateway	unruhj@kochind.com		✓	
Sandra Barnett	Koch Gateway	barnetts@kochind.com		✓	✓
Randy Young	Koch Midstream Services	young0r@kochind.com		✓	
Mike Schisler	NGPL	mschisler@kne.com		✓	
Betty Barnum	Panhandle Eastern	dale.m.davis@wgp.twc.com		✓	✓
Doug Hahn	PG&E - Northwest	dhahn@pge-nw.com		✓	✓
Marcy McCain	Texas Eastern	mlmccain@duke-energy.com		✓	✓
Jim Keisler	Transco	jim.e.keisler@wgp.twc.com		✓	
Dale Davis	Williams Gas Pipeline	dale.m.davis@wgp.twc.com		✓	✓
END USERS:					
Diane McVicker	Salt River Project	dbmccvick@srpnet.com		✓	
ADMINISTRATIVE:					
Rae McQuade	GISB Office	gisb@aol.com			



¹The attendees' names which appear in **BOLD** are committee chairs. The others are participants. The column "M" indicates that the company the individual represents is a member of GISB for 1999. The column "V" indicates that the individual is the voting representative for the his company for this meeting. The column R1 indicates the vote taken on R98001.