



Gas Industry Standards Board

1100 Louisiana, Suite 4925, Houston, Texas 77002

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Home Page: www.gisb.org

TO: Rae McQuade, Executive Director
FROM: BPS Chairs (Greg Lander, Robert McAnally, Bill Hebenstreit, Kim Van Pelt, and Joyce Phillips)
RE: **Final** Minutes for the Business Practices Subcommittee Order No. 637 Action Items - July 7, 2000
DATE: July 26, 2000

GAS INDUSTRY STANDARDS BOARD
BUSINESS PRACTICES SUBCOMMITTEE MEETING
July 07, 2000 - 8:30am - 4:30pm
PEABODY, MASSACHUSETTS HOSTED BY SKIPPING STONE
FINAL MINUTES

1. Administrative:

Greg Lander handled the administrative functions of the meeting: Welcomed participants, gave Antitrust Advice, Roll Call, and adoption of the Revised Agenda.

2. Review of Order No. 637 Action Item BPS Priority 3 and 4 for discussion and possible vote:

3 - Review award data set codes and structure for firm and interruptible transportation (FT and IT) reporting. (Affects GISB Standard No. 5.4.3.)

4 - Accommodate visual display web pages for FT and IT reporting.

Mr. Lander gave a quick review of the applicable portion of the FERC Order 637. Greg provided a redlined draft data dictionary (GISB STD 5.4.3) as a work paper to begin the discussion. He explained that using the same mappings limited the number of changes to the awards data set and provided the same information that is currently provided on Capacity Release.

Discussion on the best route to achieve the desired results followed. One point agreed to by the participants is that there are three types of contracts to report, FT, FT Released and IT.

Question: Should there even be a new data set created? Can the reporting of FT and IT transactions be handled with the Informational Posting on Pipeline Web Sites?

Discussion: The Order states, "To assure parity of the transactional information...in the same format". One opinion expressed was that this instructs the group to develop a data set.

NOTE: In the discussions that follow Data Set = Award Download Data Set.

Question: What should transactional reporting be?

Discussion continued on what Order 637 is directing the pipelines to do. Various opinions surfaced on what the phrase "same format" means and what data must be provided. A proposal was made to start from scratch due to the differences in contracting practices of the pipelines handling rate design, discounting and segmentation practices.

One of the requirements of Order 637 is to report the contract number. Various proposals for dealing with this were discussed. One proposal was to change the Award Number data element



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to Contract Number in the Award Download dataset. Questions surfaced on what business practices would be affected by this change and what other data sets used this data element.

A second proposal was made to add Contract Number as a new mandatory data element to Std 5.4.3. Various solutions and problems were reviewed.

Mr. Lander made the following motion, seconded by Ms. Phillips:

Motion:

Add 'Award Contract Number', definition (below) and usage (below) to the Award Download GISB Std 5.4.3

- Definition: "A unique identifier within each transportation service provider identifying the contract that will be used in the nomination, flowing gas, and invoicing processes for the awarded capacity.
- Usage: Mandatory.

Discussion:

Some questioned if there was a need for adding a new data element when there is a current GISB data element, *Service Requester Contract Number*. Concerns were expressed on the different information and use of *contract number* and *service requestor contract number* in the various GISB data sets.

A concern was raised that a business practice should not be included in the definition. This resulted in modifications to the motion and definition.

Modified motion:

Add the data element Award Contract Number, existing definition (below) and usage (below) to the Award Download GISB Std 5.4.3.

- Definition: A unique identifier within each transportation service provider identifying the contract for the awarded capacity.
- Usage: Mandatory

Segments	Vote For	Balanced For	Vote Against	Balanced Against
End Users	1	1	0	0
LDCs	0	0	0	0
Services	3	2	0	0
Producers	1	1	0	0
Pipelines	15	2	0	0
Totals	20	6	0	0

The motion passed unanimously on a balanced vote.

Greg Lander made the following motion, seconded by Ms. Phillips:

Motion:

Add the existing data element Releaser Contract Number to the Award Download GISB Std 5.4.3 with the existing definition (see below) and usage (below).



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- Definition: The identifier used by the transportation service provider for the contract from which the releaser's capacity was released.
 - Usage: Mandatory

Discussion:

It was observed that the Releaser Contract Number data element already existed with its own definition. The definition was reviewed and determined to be appropriate for this data set as well. Greg and Joyce accepted the amendment to the motion.

Modified Motion:

Add the existing data element Releaser Contract Number to the Award Download GISB Std 5.4.3 with the existing definition (see below) and usage (below).

- Definition: A unique identifier assigned by each transportation service provider identifying the contract (applicable to the offer) between the transportation service provider and the releasing shipper.
- Usage: Mandatory

Segments	Vote For	Balanced For	Vote Against	Balanced Against
End Users	1	1	0	0
LDCs	0	0	0	0
Services	3	2	0	0
Producers	1	1	0	0
Pipelines	15	2	0	0
Totals	20	6	0	0

The Modified Motion passed unanimously on a balanced vote.

Mr. Lander made the following motion, seconded by Ms. Phillips:

Motion:

Add the data element "Added to Master Contract Indicator" to the Award Download GISB Std 5.4.3 with definition (below) and usage (below)

- Definition: An indicator that identifies whether the identified capacity has been added to a pre-existing master contract identified by the Award Contract Number.
- Usage: Mandatory

Discussion:

Concerns were expressed and the question was asked; "Should the usage of this data element be mandatory when all TSPs are not using master contracts?" Discussion included the available GISB usage codes and which, if any would be applicable to this data element. Ideas of how this proposed data element could be used were expressed. Concerns were also raised as to whether the need for this data element was within the scope of this meeting, as this was not information that was specifically identified in §284.13 of the Commission's Order 637. Some believed the scope of the meeting was to only provide the itemized information contained in §284.13 while others felt it was to determine what information is needed to report FT and IT and Capacity Release contract information. There was support for both positions.



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Segments	Vote For	Balanced For	Vote Against	Balanced Against
End Users	1	1	0	0
LDCs	0	0	0	0
Services	3	2	0	0
Producers	1	1	0	0
Pipelines	4	.89	5	1.11
Totals	9	4.89	5	1.11

The motion passed unanimously on a balanced vote.

It was next determined that for the reporting of capacity release contracts, no other changes needed to be made to the Award Download data set. At this point, the topic changed to Firm Transportation (FT) reporting. Various ideas were offered on how to proceed, such as whether to determine what would need to be modified in the award data set or start with Order 637 requirements and a blank sheet of paper. The consensus was to start with a clean sheet of paper. The process would be to:

- agree on data elements, definition, and usages,
- determine which data elements had issues and put them on a 'parking lot' list to be discussed later; and,
- agree that the data element grouping(s) can be determined by the Information Requirement Subcommittee.

BPS will not be creating the look and feel, only the data elements

NOTE: The following reflects the discussions on specific data elements. Each is shown in the order in which they appear in the table following this discussion section and not necessarily in the order in which they were discussed. The table below reflects the data elements, issues and specific instructions to IR that were discussed at this meeting.

Service Requester Info:

Contract Holder Data: the party executing contract with TSP. This includes the name and the identifier of the service requester.

Contract Info:

Contract Maximum Daily Quantity: Review of different types of contract quantities that are in use.

Roll Over Indicator: added to the parking lot to be revisited

Rates Info:

Rate Charged under each contract: - usage, reservation, surcharges

Negotiated Rate Indicator: added to the parking lot to be revisited. This information is already provided in the Index of Customers.

Max Tariff Rate under each contract; usage, reservation, surcharges

There was discussion on what information should be provided to IR on this data element. A proposal was made to instruct IR to accommodate the same rates and charges, including surcharges and indicators, for FT Reporting that are accommodated for in capacity release. Ms. Corcoran pointed out that we were establishing a business practice to mimic the rates displayed in capacity release. Does this also include discounted rates? Some believed that it should. What is the parallel to Capacity



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Release, which does not show discounted rates? Does the instruction to IR require the same data elements, definition and usage for FT as used in Capacity Release? Most believed it did not.

Times Info:

There was a lengthy discussion on time, primary term of contract, posting time, discounting time, and others. The question came up: Are these associated? Some people thought that for a given contract and time period that there could be many locations and for a given location there could be many quantities, prices and discounts/special terms.

Location Info:

The issue was raised if this is for specific points or logical points that can be a grouping of many physical points. Should it be at point level/DRN level?

What is the requirement? Sync up with capacity release data sets or all data sets? There was not a consensus to sync up the data elements.

Quantities Info:

What type of quantity and at what level is the quantity being reported was a question posed to start the discussion. Based on Order 637, is Primary/Secondary (Capacity Type) Associated with locations?

Special Terms and Conditions: this pertains to a pipeline contract



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Information	Definition	Usage	Issues
Service Requester Data			
Contract Holder Name			IR should use the EDD definition in the imbalance trading dataset
Contract Holder Identifier			
TSP Data			
Transportation Service Provider Identifier			
Transportation Service Provider Name			
Contracts			
Contract Number			
Contract Maximum Quantities	The quantities that are specified at the contract level		Instruct IR to accommodate annual contract quantities, daily quantities for the contract term at the contract level, and the different types of contract quantities
Contract Rollover Indicator			To be revisited
Rates			
Rates Charged			Instruct IR to accommodate the same rates and charges including surcharges and indicators (as appropriate) for FT Reporting as are accommodated for the Capacity Release data sets.
Maximum Tariff Rate			
Negotiated Rate Indicator			To be revisited



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Times			
Contract Effective Date Time			
Contract Effective thru Date Time			
Transaction Effective Date Time			A transaction that is for a specified time range where the price, quantity, location(s) and special terms respectively are unchanged.
Transaction Effective thru Date Time			A transaction that is for a specified time range where the price, quantity, location(s) and special terms respectively are unchanged
Posting Date Time			
Locations			
			Instruct IR to accommodate the same indicators and qualifiers (as appropriate) for the locations as are accommodated in the Capacity Release data sets.
Gas Transaction Point 1			
Gas Transaction Point 2			
Gas Transaction Point 1 Zone			
Gas Transaction Point 2 Zone			
Capacity Type Indicator			Instruct IR to accommodate the indication of whether the location capacity is primary or secondary (see capacity type indicator). Do this in a manner that is permissive of identifying whether it is primary /secondary versus a requirement that secondary be provided



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Quantities			Instruct IR to accommodate the same quantity related indicators and qualifiers as are accommodated in the Capacity Release data sets.
Storage related Qty's			
Transportation Related Qty's			
Special Terms			
Special Terms and Conditions			
Affiliates			
Affiliate relationship			

At this point of the development of the list of data elements, the issue was re-raised on the level of detail appropriate for this discussion. The pipeline segment voiced continued concern with the level of drill down occurring in today's meeting, stating that it was not necessary to duplicate the capacity release data sets for firm and interruptible transportation reporting. The number 1 issue for the pipelines was the visual display that they will be implementing on September 1, 2000. Further, are there any standard abbreviations? IR will be responsible for the development of the abbreviations. Data Elements, grouping and standard abbreviations should only include the 8 or 9 elements listed in Order 637 under revised Section 284.13.

Greg Lander made the motion: Accept the preliminary list of data elements and placeholders, return next meeting to address usages. Move next to navigation summary and abbreviation/grouping issues. After discussion, the motion was withdrawn

It was agreed to stop work on the list of data elements at this point, with the understanding that we would start the next meeting by returning to it. The group then moved on to the issues raised by the pipelines, starting with visual display. The discussion began with a review of GISB Std 4.3.42. There was a consensus that no changes to the standard were necessary. It was also determined that this information should be displayed in the Informational Postings, where all other FERC required postings are located.

Review of GISB Standards 4.3.18, 4.3.21 and 4.3.23.

- No changes are necessary to Std 4.3.18
- Add a category below "Tariff" in 4.3.21 entitled "Transactional Reporting"
- Add the category "Transactional Reporting" with its subcategories "Firm" and "Interruptible" to Std 4.3.23

Ms. Corcoran made the following motion, seconded by Ms. Hopkins:

Motion:

Modify GISB Standard. Nos. 4.3.21 and 4.3.23 (as proposed above) and in addition there would be no changes to GISB Standard Nos. 4.3.18, 4.3.22 and 4.3.42.



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Segments	Vote For	Balanced For	Vote Against	Balanced Against
End Users	1	1	0	0
LDCs	0	0	0	0
Services	4	2	0	0
Producers	1	1	0	0
Pipelines	10	2	0	0
Totals	16	6	0	0

The motion passed unanimously on a balanced vote.

Ms. Van Pelt made the following motion, seconded by Mr. Love:

Motion:

There is no requirement for a summary page(s) for Transactional Reporting.

Segments	Vote For	Balanced For	Vote Against	Balanced Against
End Users	1	1	0	0
LDCs	0	0	0	0
Services	1	1	0	0
Producers	1	1	0	0
Pipelines	9	2	0	0
Totals	12	5	0	0

The motion passed unanimously on a balanced vote.

3. Review Index of Customer for discussion and possible vote:

Correctly reflect the FERC order reference and section number (GISB Standard No. 4.3.16) and data element ordering (GISB Standard No. 4.3.35).

On June 29, 2000, in Docket RM98-10, the FERC issued the new format for the Index of Firm Customers. There was discussion on the possible changes to GISB Standards 4.3.16 and 4.3.35 as a result of this order.

Ms. Davis made the following motion, seconded by Mr. Love:

Motion:

Modify GISB Standard 4.3.16 as follows:

The documents identified in GISB Standard 4.3.6 should be made available in HTML or RTF format, except with respect to the Index of Customers document which may be displayed in HTML or RTF and which should be downloadable in a defined, tab-delimited ASCII text file, with provisions for title information and footnote capability, as set forth in Code of Federal Regulations Part 284, Section 223. (Reference Order Number 637584, Docket No. RM98-10-000~~RM-95-4-000~~, issued February 29, 2000~~1996~~, "Appendix A, Instruction Manual for Electronic Filing of the Index of Customers" issued pursuant to ~~with~~ the above referenced order.)



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Segments	Vote For	Balanced For	Vote Against	Balanced Against
End Users	1	1	0	0
LDCs	0	0	0	0
Services	3	2	0	0
Producers	1	1	0	0
Pipelines	10	2	0	0
Totals	15	6	0	0

The motion passed unanimously on a balanced vote.

Mr. Love made the following motion, seconded by Mr. Buccigross:

Motion:

Delete GISB Standard 4.3.35.

Segments	Vote For	Balanced For	Vote Against	Balanced Against
End Users	1	1	0	0
LDCs	0	0	0	0
Services	3	2	0	0
Producers	1	1	0	0
Pipelines	10	2	0	0
Totals	15	6	0	0

The motion passed unanimously on a balanced vote.

Mr. Love made the following motion, seconded by Ms. Hess:

Motion:

There should be no required ordering of the contents of the Transactional Reporting Web pages.

Segments	Vote For	Balanced For	Vote Against	Balanced Against
End Users	1	1	0	0
LDCs	0	0	0	0
Services	0	0	0	0
Producers	0	0	1	1
Pipelines	9	2	0	0
Totals	10	3	1	1

The motion passed on a balanced vote.

4. Next meeting and agenda



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July 25 and 26 (hosting by Koch, in Houston, TX) agenda will be modified to continue this discussion. The BPS will use the work product/minutes from today's meeting as the starting point for continued discussion on FT Reporting, which will be followed by IT Reporting and then items on the current agenda for July 25 and 26, 2000.

5. **Meeting adjourned**