



Gas Industry Standards Board

1100 Louisiana, Suite 4925, Houston, Texas 77002

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TO: BPS Chairs (Greg Lander, Robert McAnally, Bill Hebenstreit, Kim Van Pelt, and Joyce Phillips)
Posting for Interested Industry Participants

FROM: Rae McQuade, Executive Director

RE: **Final** Minutes for the Business Practices Subcommittee Order No. 637 Action Items - July 25, 2000

DATE: July 27, 2000

GAS INDUSTRY STANDARDS BOARD
BUSINESS PRACTICES SUBCOMMITTEE MEETING
July 25, 2000 - 8:30am - 4:30pm
KOCH GATEWAY HOUSTON, TEXAS
FINAL MINUTES

1. Ms. Van Pelt opened the meeting and handled the administrative functions: Welcome by Mr. Young, Koch, Antitrust Advice given by Greg Lander, Roll Call of attendees, Adoption of Revised Agenda, Adoption of Meeting Minutes was delayed until July 26, 2000 to allow parties to review the submit redlined comments.
 - June 26, 2000 conference call
 - June 30, 2000 a.m. conference call
 - June 30, 2000 p.m. conference call
 - July 7, 2000 face-to-face meeting
 - July 13, 2000 face-to-face meeting

2. Review of Order No. 637 Action Item BPS Priority 3 and 4 for **discussion and possible vote**: (see July 7, 2000 meeting minutes)
 - 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.

Discussion began with the question of timing for postings. Mr. Lander reviewed discussion from July 7, 2000 meeting. Mr. Scheel asked if GISB should undertake the development of standards related to when the information should be posted. There was no consensus on this issue. There was general agreement that contracts be posted no later than nomination time or contemporaneous with first nomination. Mr. Love raised the issue that it may not be possible to post information on discounts for IT because the information is not available until the transaction is processed. Mr. Lander asked if it helped to clarify the distinction that FT is reported based on contract information and IT is reported based on scheduled quantities? Mr. Bass asserted that when defining customer rights, IT doesn't have rights until scheduled. Ms. Hopkins agreed, stating that IT isn't known until scheduled quantities are available, but that is later than the Order requires.

Ms. Hopkins requested the timeline be parked for now and the group move on to the data sets.



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Mr. Young suggested the data set discussion start with the requirements from the Order and provided the following table as a work paper.

FIRM SERVICE

The following information is required pursuant to Orders 637 and 637A.

Ref No.	Regulation / Requirement per Order*	Dataset Names	Definition(s)
	*Unless otherwise specified these requirements are from Order 637 @ referenced page.		
1	The full legal name of the shipper, and identification number, of the shipper receiving service under the contract and the full legal name, and identification number, of the releasing shipper if a capacity release is involved or an indication that the pipeline is the seller of transportation capacity. (253)	Contract Holder Contract Holder Name	
2	The contract number of the shipper receiving service under the contract, and, in addition, for released transactions, the contract number of the releasing shipper's contract. (253)	Service Requester Contract	This is the contract under which service is provided. (Recommendation to IR)
3	Rate charged under each contract. (253)		
4	The maximum rate, and for capacity release transactions not subject to a maximum rate, the maximum rate that would be applicable to a comparable sale of pipeline services. (253)		
5	The duration of the contract. (253)	K Begin D/T K Ending D/T Rollover Indicator	
6	The receipt and delivery points and zones or segments covered by the contract, including the industry common code for each point, zone, or segment. (253).		
7	Contract quantity or volumetric quantity under a volumetric release. (253)		
8	Special terms and conditions applicable to a capacity release and special details pertaining to a pipeline transportation contract. (253) Revised by 637A - Special terms and conditions applicable to a capacity release transaction, including all aspects in which the contract deviates from the pipeline's tariff, and special details pertaining to a pipeline transportation contract, including whether the contract is a negotiated rate contract, conditions applicable to a discounted transportation contract and all aspect in which the contract deviates from the pipeline's tariff. (275 of 637A)	Special Terms and Misc. Notes	
9	Whether there is an affiliate relationship between the pipeline and the shipper or between the releasing and replacement shipper. (253)	Affiliate Indicator	



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10	TSP	Transportation Service Provider (DUNS)	
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INTERRUPTIBLE SERVICE

The following information is required pursuant to Orders 637 and 637A.

Ref No.	Regulation / Requirement per Order*			
	*Unless otherwise specified these requirements are from Order 637 @ referenced page.			
1	The full legal name, and identification number, of the shipper receiving service (254)			
2	Rate charged (254)			
3	The maximum rate (254)			
4	The receipt and delivery points and zones or segments covered by the contract over which the shipper is entitled to transport gas, including the industry common code for each point, zone, or segment (254). —The receipt and delivery points covered between which the shipper is entitled to transport gas at the rate charged, including the industry common code for each point, zone, or segment. (275 of 637A)			
5	The quantity of gas the shipper is entitled to transport (254)			
6	Special details pertaining to the contract (254) —Special details pertaining to the agreement, including conditions applicable to discounted transportation contract and all aspects in which the agreement deviates from the pipeline's tariff. (276 of Order 637A)			
7	Whether the shipper is affiliated with the pipeline (253)			

Data Element/Field discussion: (note: the data elements identified are in italics)

1) Full legal name & ID of shipper receiving service under contract

Contract Holder

Contract Holder Name

2) Contract number, lengthy discussion occurred on what the appropriate data element name should be *Contract Number or Service Requester Contract*

Service requestor Contract definition was discussed and the merits of changing it evaluated. Ms. Davis pointed out that before the definition for Service Requester is modified, all data sets should be reviewed for the impact of this change. Ms. Munson and Ms. Hess expressed opposition to changing the definition. The current definition works in the data sets and the change does not justify the effort required to change all places where Service Requester Contract is used. Mr. Lander put forward the suggestion that this be a recommendation to Information Requirements to review the existing definition and usage, determine if the definition should be changed or not.



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Motion made by Mr. Lander and seconded by Ms. Phillips:

The data element Service Requester Contract with the recommended definition; "This is the contract under which service is provided. Motion withdrawn and replaced with the following instruction to IR (#1).

- BPS instructs IR to provide clarity in the implementation guide that the data element, Service Requestor Contract, identifies the contract issued by the Transportation Service Provider to the contract holder.

2.a.) Contract type negotiated Y/N

3.) Rate for each Contract

You have many combinations of receipt point, delivery point, and quantity relationships to determine rates. (Price for a receipt, price for a delivery, price for a receipt/delivery) There is also a distinction between reservation and usage and prices tied to quantity commitments.

Effective Rate, Rate Form Type Code, Reservation Rate Basis

4) Max Tariff Rate

Maximum Tariff Rate, Rate Form Type Code, Reservation Rate Basis, Reservation, Usage, Surcharge

Rates can be a result of the relationship between 4) Max tariff Rate, 6) Rec Pt/Del Pt (zones or segments) and 7) Contract Quantity/Volumetric Quantity.

Discussion on what needs to be reports and where circled the room. There was not consensus on what is required.

Motion made by Mr. Lander and seconded by Ms. Phillips to add the following standard (X.3.1) (as modified during the discussion):

With respect to reporting of firm service, Transportation Service Providers should communicate the Effective Rate, Maximum Tariff Rate, quantity(ies), Location Data, location zone and/or segment (where zone and/or segment are applicable) information to characterize the following, where applicable:

- receipt(s) under a contract,
- delivery(ies) under a contract,
- receipt(s) to delivery(ies) under a contract,
- injection(s) under a contract,
- withdrawal(s) under a contract, and
- storage capacity(ies) under a contract.

In addition, these characterizations should be specified as to reservation, usage, and surcharge(s) (where such surcharge(s) are not otherwise included within specified reservation or usage rate(s)). To the extent there are different such rates associated with different quantities or time periods, the quantities and time periods to which the distinct rates apply should also be identified. Where a rate is applicable only with respect to the entire contract for a quantity and time period it should be reported as a contract level rate.

Discussion on motion:

Mr. Young and Ms. Sikora felt that this exceeds the information required by the Order. Mr. Lander replied that this information is necessary in order to provided useful information. Mr. Young stated, the FERC didn't ask for "useful information," in regards to rates, it asked for rate charged. Ms. Sikora asked how this information would be implemented. Mr. Lander gave an explanation of how it could be implemented.



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Ms. Munson proposed the following replacement standard to the motion makers:

For each separate effective rate for a contract or for a time period within a contract, the rate should be reported at a level that reflects its impact. Each rate may be inclusive of one or more charges, or may be broken into its components (surcharges, reservation, usage). The reporting level for a rate may be at one or more of the following levels:

- contract,
- storage capacity(ies),
- receipt(s),
- delivery(ies),
- receipt(s) to delivery(ies),
- injection(s),
- withdrawal(s).

The concerns expressed during discussion of the motion and the proposed amendment focused on implementation and the clarity needed in the standards to achieve the desired reporting levels and not to add redundant information. Mr. Lander and Ms. Phillips declined the proposed amendment.

Segments	Vote For	Balanced For	Vote Against	Balanced Against
End Users	1	1	0	0
LDCs	0	0	0	0
Services	4	1.33	2	.67
Producers	1	1	0	0
Pipelines	0	0	12	2
Totals	6	3.33	14	2.67

Motion passes.

BPS instruction to IR (#2) as modified during the discussion:

- When an effective rate can not be ~~fully~~ described/reported at reporting time using the data elements contained in the data set, it should be communicated in an associated Special Terms & Miscellaneous Notes.
- Ms. Munson's amendment should be sent to IR as explanation for TIBP

Mr. Scheel expressed concerns that "fully described" is ambiguous and this instruction does not accommodate formula rates. If the data elements can not express the rate then it should be reported in the Special Terms & Miscellaneous Notes. Instruction was modified.5) Duration of Contract (contract effective date/time, contact through date/time)

~~Contract Effective Date & Time~~

~~Contract Through Date & Time~~

~~Contract Effective Through Date & Time~~

Contract Begin Date & Time

Contract End Date & Time

The issue of evergreen contracts and how they should be handled was raised. One suggestion was to use the contract primary term and footnote the rollover. There was opposition to the



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use of rollover, which has a defined meaning. An objection was also made to the use of end date. Ms. Barnett suggested the treatment used in Index of Firm Customers. Ms. Davis suggested that a rollover indicator be used. Mr. Lander pointed out that there are unlimited conditions/periods for rollover. Ms. Davis clarified that the rollover indicator as she saw it would be yes or no. Mr. Lander asserted that the Order requests duration and therefore the terms were needed. Mr. Love pointed out that the issue of contracts with rollovers should be dealt with, but that is in the Index of Customers and is not sure that rollover belongs in this data set. Mr. Scheel suggested that the definition of Contract End Date & Time include “without regard to any rollover provisions.”

- **BPS instructs IR (#3)** to accommodate Contract Begin Date and Time as the date and time service can first be requested under the contract; and to accommodate Contract End Date and Time as the last date and time that service can be provided without regard to any evergreen or rollover provision(s). IR should also provide clarity that the specifics with respect to evergreen or rollover, if any, would be contained in the Index of Customers.

6) Receipt point/Delivery point (zones or segments)

7) Contract quantity/volumetric quantity

A) Quantity-Contract

B) Quantity-Location C) Rate Form/Type Code

D) ~~Quantity type~~ - Reservation Rate Basis

_____ per day

Contract quantity: A CD

Contract quantity: B CD

8) Special Terms & Conditions (page 275 of order 637A)

Special Terms and Miscellaneous Notes

Use existing definition and field which is free form text.

9) Affiliate relationship Pipeline & Shipper

Affiliate Indicator represents whether or not there is an affiliation between the contract holder and the transportation service provider.

A suggestion was made to change the name and definition of Bidder Affiliate Indicator and use that with its current code values used for EBB implementation.

- **BPS instructs IR (#4)** to accommodate communication of the existence or lack of an affiliate relationship between the contract holder and the transportation service provider.

It was noted that this was already implemented for released capacity.

10) Transportation Service Provider, use existing definition.

Tomorrow's meeting will start with a re-cap of today's work and continue working on agenda items.

The meeting was adjourned at 4:45 PM.



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TO: BPS Chairs (Greg Lander, Robert McAnally, Bill Hebenstreit, Kim Van Pelt, and Joyce Phillips)
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FROM: Rae McQuade, Executive Director

RE: **Final** Minutes for the Business Practices Subcommittee Order No. 637 Action Items - July 26, 2000

DATE: July 27, 2000

GAS INDUSTRY STANDARDS BOARD
BUSINESS PRACTICES SUBCOMMITTEE MEETING
July 26, 2000 - 8:30am - 4:30pm
KOCH GATEWAY HOUSTON, TEXAS
FINAL MINUTES

Ms. Van Pelt opened the meeting with a review of the instructions to Information Requirements from previous day and a recap of the previous day's work. It was also noted that the minutes from
June 30, 2000 a.m. conference call,
June 30, 2000 p.m. conference call,
July 7, 2000 face-to-face meeting, and
July 13, 2000 face-to-face meeting
would follow the lunch break. The review of the June 26, 2000 minutes was postponed until the August 1, 2000 meeting in order to provide time for a revised redline version to be posted.

Ms. Hess made a **motion**, seconded by Mr. Griffith, to amend the proposed standard (X.3.1) as voted on July 25, 2000 as follows.

Standard X.3.1

With respect to reporting of firm service, Transportation Service Providers should communicate the Effective Rate, Maximum Tariff Rate, quantity(ies), Location Data, location zone and/or segment (where zone and/or segment are applicable) information to characterize the following, where applicable:

- receipt(s) under a contract,
- delivery(ies) under a contract,
- receipt(s) to delivery(ies) under a contract,
- injection(s) under a contract,
- withdrawal(s) under a contract, and
- storage capacity(ies) under a contract.

In addition, these characterizations should be specified as to reservation and usage (or a blended rate, if applicable), and surcharge(s) (where such surcharge(s) are not otherwise included within specified reservation, usage or blended rate(s)). To the extent there are different such rates associated with different quantities or time periods, the quantities and time periods to which the distinct rates apply should also be identified. Where a rate is applicable only with respect to the entire contract for a quantity and time period it should be reported as a contract level rate.

Discussion on the above motion. Members of the group felt that the proposed standard [X.3.1] from the July 25, 2000 meeting did not allow for the display of blended rates. Blended rates were described as a combination of reservation and usage.



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End Users	0	0	1	1
LDCs	0	0	0	0
Services	4	2	0	0
Producers	0	0	1	1
Pipelines	14	2	0	0
Totals	18	4	2	2

Motion passes

Mr. Love made a **motion**, second by Mr. Griffith, to further amend the proposed standard (X.3.1). **Standard (X.3.1)**

With respect to reporting of firm service, Transportation Service Providers should communicate the Effective Rate, Maximum Tariff Rate, quantity(ies), Location Data, location zone and/or segment (where zone and/or segment are applicable) information to identify the pertinent terms & conditions of the contract.

~~_____ receipt(s) under a contract,
 _____ delivery(ies) under a contract,
 _____ receipt(s) to delivery(ies) under a contract,
 _____ injection(s) under a contract,
 _____ withdrawal(s) under a contract, and
 _____ storage capacity(ies) under a contract.~~

In addition, these characterizations should be specified as to reservation and usage (or a blended rate, if applicable), and surcharge(s) (where such surcharge(s) are not otherwise included within specified reservation, usage or blended rate(s)). To the extent there are different such rates associated with different quantities or time periods, the quantities and time periods to which the distinct rates apply should also be identified. Where a rate is applicable only with respect to the entire contract for a quantity and time period it should be reported as a contract level rate.

Discussion of motion: The participants felt that the extra language needs to be deleted as proposed in this motion, otherwise it added confusion to the standard.

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	0	0	1	1
Pipelines	15	2	0	0
Totals	20	5	1	1

Motion passes



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Mr. Love made a **motion**, second by Ms. Hess, to send the following **instruction (#5) to Information Requirements** along with the four instructions from July 25, 2000 meeting:

- BPS instructs IR to provide clarity in the implementation guide that for each separate effective rate for a contract or for a time period within a contract, the rate should be reported at a level that reflects the contractual agreement. The reporting level for a rate may be at one or more levels, such as:
 - contract,
 - storage capacity(ies),
 - receipt(s),
 - delivery(ies),
 - receipt(s) to delivery(ies),
 - injection(s),
 - withdrawal(s).

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	13	2	0	0
Totals	19	6	0	0

Motion passes

Review of data elements proposed on July 25, 2000 and discussion of outstanding issues.

Firm Posting Requirements from Order 637	Proposed Data Elements to communicate the posting requirements.	Notes and/or instructions to Information Requirements
Full legal name & id of shipper receiving service under contract	Contract Holder Contract Holder Name	See IR instruction #8
Contract number	Service Requester Contract	See IR instruction #1. (Contract Type Negotiated y/n, on hold for later discussion)
Rate for each contract	Effective Rate Charged, Rate/Form Type Code, Reservation Rate Basis, Rate Identification Code, Surcharge Identification Code	See IR instruction #6.
Maximum Rate	Maximum Tariff Rate, Rate/Form Type Code, Reservation Rate Basis, Rate Identification Code, Surcharge Identification Code	See IR instruction #6
Duration of Contract	Contract Begin Date & Time	See IR instruction #3



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	Contract End Date & Time	
Receipt Point/Delivery Point (Zones or Segments)	---	See IR instruction #7
Contract Quantity/Volumetric Quantity		
Special Terms & Condition	Special Terms & Miscellaneous Notes	See IR instruction #2
Affiliate relationship Pipeline & shipper	Affiliate Indicator	See IR instruction #4
TSP	Transportation Service Provider	
Posting Date/Time	Posting Date Posting Time	Refer to BPS minutes from Jan 20, 2000 for request R97110 modifications to definitions

Ms. Hess made a motion, second by Ms. Barnett, to send the following **instruction (#6) to IR:**

- Instruct IR to accommodate the Effective Rate and Maximum Tariff Rate for reporting of firm service in a manner consistent with the accommodation of rates and surcharges in the Capacity Release data sets.

Discussion of instruction: handle firm reporting of rates the same way it is reported in capacity release. (using the same data elements and codes)

Segments	Vote For	Balanced For	Vote Against	Balanced Against
End Users	1	1	0	0
LDCs	0	0	0	0
Services	5	2	0	0
Producers	1	1	0	0
Pipelines	12	2	0	0
Totals	19	6	0	0

Motion passes

Mr. Whatley made a motion, seconded by Ms. Hess, to send the following instruction to IR (**IR instruction #7**):

- Instruct IR to accommodate the receipt and/or delivery points, zones and/or segments for reporting of firm service in a manner consistent with the accommodation of receipt and/or delivery points, zones and/or segments in the Capacity Release data sets.

Discussion on instruction:

Mr. Bass explained his position that the Capacity Release Data Sets are not currently consistent with the other data sets, such as allocations and invoicing, and there is a request moving through the GISB process on a different track. Ms. Davis expressed her belief that the Tennessee request was not in scope for this meeting. Question called.



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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	1.82	1	.18
Totals	15	5.82	1	.18

Motion passes

The group reviewed the draft and red-lined minutes from the following meetings:

- June 30, 2000 a.m. conference call
- June 30, 2000 p.m. conference call
- July 7, 2000 face-to-face meeting
- July 13, 2000 face-to-face meeting

The minutes were adopted as modified and will be posted. The red-lined minutes for June 26, 2000 will be posted and review of the minutes will be added to the August 1 & 2, 2000 agenda.

Mr. Keisler made a motion, seconded by Ms. Davis, for BPS **instruction (#8) to IR:**

- BPS instructs IR to utilize Contract Holder Data as developed by EDD.

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	12	2	0	0
Totals	17	6	0	0

Motion passes

Mr. Keisler made the following motion, seconded by Mr. Bass, to adopt the following:

- BPS **instruction (#9) to IR:**
 - BPS instructs IR to utilize the definition of Award Rate as a basis for developing the definition for the Rate Charged if there is not a current GISB data element that would apply.
- **Modify proposed standard X.3.1** as follows:
 - With respect to reporting of firm service, Transportation Service Providers should communicate the ~~Effective~~ Rate **Charged**, Maximum Tariff Rate, quantity(ies),



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Location Data, location zone and/or segment (where zone and/or segment are applicable) information to identify the pertinent terms & conditions of the contract. In addition, these characterizations should be specified as to reservation and usage (or a blended rate, if applicable), and surcharge(s) (where such surcharge(s) are not otherwise included within specified reservation, usage or blended rate(s)). To the extent there are different such rates associated with different quantities or time periods, the quantities and time periods to which the distinct rates apply should also be identified. Where a rate is applicable only with respect to the entire contract for a quantity and time period it should be reported as a contract level rate.

- **Modify BPS instructions #5** as follows:
 - 5) BPS instructs IR to provide clarity in the implementation guide that for each separate ~~effective~~ Rate **Charged** for a contract or for a time period within a contract, the rate should be reported at a level that reflects the contractual agreement. The reporting level for a rate may be at one or more levels, such as:
 - contract,
 - storage capacity(ies),
 - receipt(s),
 - delivery(ies),
 - receipt(s) to delivery(ies),
 - injection(s),
 - withdrawal(s).

- **Modify BPS instructions #6** as follows:
 - 6) BPS instructs IR to accommodate the ~~Effective~~ Rate **Charged** and Maximum Tariff Rate for reporting of firm service in a manner consistent with the accommodation of rates and surcharges in the Capacity Release data sets.

Discussion on motion:

Different opinions were expressed on the use of Effective Rate. One proposal was to just say rates and use a qualifier to achieve the unit rate charged as currently implemented in GISB Capacity Release data sets. A second proposal was to use unit rate as implemented in the GISB Invoicing data sets. A third proposal was to use contract rate. There was not consensus on any of these points. A fourth proposal was to use rate element instead of Effective Rate to reduce this confusion. This proposal seemed to garner the most support. Mr. Keisler and Mr. Bass agreed to modify their motion to use Rate Charged instead of Effective Rate. Some participants expressed the concern that this modification would create a need to review and possibly modify the standards and instruction passed in the July 25, 2000 meeting and earlier today.

Segments	Vote For	Balanced For	Vote Against	Balanced Against
End Users	1	1	0	0
LDCs	0	0	0	0



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Services	5	2	0	0
Producers	0	0	1	1
Pipelines	9	2	0	0
Totals	15	5	1	1

Motion passes

Next meeting and agenda:

Complete review of Minutes from June 26, July 25 and July 26, 2000.

Continue work on the remaining items on today's agenda

2. Review of Order No. 637 Action Item BPS Priority 5 for **discussion and possible vote:** (see June 30, 2000 a.m. meeting minutes)
Review the method for collecting information on the releasing shipper's relationship to the acquiring shipper.
3. Review of Order No. 637 Action Item BPS Priority 6 for **discussion and possible vote:** (see June 30, 2000 p.m. meeting minutes)
Review timelines for modifications including accommodation of intraday or partial day capacity releases. (Affects GISB Standard No. 5.3.2 and related interpretations.)

Review elimination of the restrictions on partial day recalls. (Affects GISB Standard Nos. 5.3.6, 5.3.7)

Meeting was adjourned at 4:30 PM.