

July 7, 1999

TO: Posting on the home page for interested industry participants  
FROM: Sylvia Munson and Donna Scott, Chairs of Confirmation and Cross Contract  
Ranking Subcommittee  
RE: MEETING ANNOUNCEMENT FOR THE CONFIRMATION AND CROSS  
CONTRACT RANKING SUBCOMMITTEE & AGENDA

The next meetings of the Confirmation and Cross Contract Ranking Subcommittee are scheduled for July 20 and 21, from 8:30 a.m. to 4:30 p.m. Members and industry participants are urged to join this task force to participate in the creation of standards for confirmations and cross contract ranking. The meeting specifics are:

Date: July 20 and 21, 1999  
Time: 8:30 a.m. to 4:30 p.m.  
Host: Southern California Gas Company  
Location: Library Tower Building, 633 West 5<sup>th</sup> Street, Los Angeles, California  
Meeting Room: Enterprise Room - 57<sup>th</sup> Floor  
(Check in with Security on 54<sup>th</sup> floor)

Due to heightened security, a list of attendee names will need to be submitted in advance of the meeting. **If you have not already signed up for the meetings, please contact the GISB office at 713.356.0060 by July 15 to include your name on the list of attendees.** The chairman may elect to extend the hours of the meeting if more time is required to complete the agenda.

The co-chairs of this task force are:

Donna Scott	Enron Administrative Corp.	Phone: 713-853-6136 Fax: 713-646-2372 Email: dscott2@ect.enron.com
Sylvia Munson	Altra Streamline	Phone: 713-210-8169 Fax: 713-210-8008 Email: sylviam@altranet.com

and the GISB Executive Committee officers and office staff are:

Chairman Jim Buccigross, National Registry of Cap.R.	Phone: 978-535-7500 Fax: 978-535-7744 Email legaljb@tcapserv.com
Vice Chairman Mike Novak, National Fuel Gas Distribution	Phone: 716-857-7884 Fax: 716-857-7415 Email: novakm@natfuel.com
Exec. Director Rae McQuade, GISB	Phone: 713-356-0060 Fax: 713-356-0067 Email: gisb1@aol.com
Exec. Assistant V. Thomason GISB	Phone: 713-356-0060 Fax: 713-356-0067 Email: gisb@aol.com

The draft agenda is attached. We hope to see you at the meetings.

**CONFIRMATION AND CROSS CONTRACT RANKING SUBCOMMITTEE  
DRAFT AGENDA**

**Library Tower Building, 633 West 5<sup>th</sup> Street, Los Angeles, CA**

**Meeting 8:☺☺ AM - 4:30 PM**

**(ENTERPRISE ROOM - 57<sup>th</sup> FLOOR, Security Check In on 54<sup>th</sup> Floor)**

July 20, 1999

1. Continental Breakfast 8:00 to 8:30 AM
2. Administrative:
  - Welcome
  - Antitrust Advice
  - Roll Call
  - Adoption of Agenda
  - Adoption of Minutes from June 28 and 29, 1999
2. Finalize Discussion of Different Confirming Party Relationships
3. Lunch
4. Answer Remaining Questions 1,2,5,7,9 and 10 and Draft Concepts.
5. Recess

July 21, 1999

6. Continental Breakfast 8:00 to 8:30 AM
7. Review Outstanding Work Papers
8. Lunch
9. Review Concepts
10. Recommend Principles, Definitions, and Standards.
11. Review and Finalize Work Plan.
12. Adjourn

## List of Questions

The subcommittee generated the following list of questions relating to the confirmation requests. Each participant was asked to indicate with a mark, his or her top four questions. The tally for each question was counted as represented by the parenthesis after each question.

1. Can there be a standard default level of confirmation elements to be used by each set of confirming party relationships? (6)
2. Are there different data requirements for each set of confirming party relationships? (1)
3. Who are the different confirming parties? (22)
4. What are the different confirming party relationships? (8)
5. Are there dependencies in these relationships driven by the data requirements? (0)
6. Should there be one standard level the industry supports and what is it? Is it partner role specific or industry level? (17)
7. If there is more than one industry standard level of confirmations, who are the parties that mutually agree? Should there be a choice available to Service Requester and/or Operator on what level should be used? (0)
8. Should the confirmation process be reengineered? (21)
9. Should entity level confirmations be supported in order to effectuate Cross Contract Ranking? (2)
10. How does the level of confirmation interact with Title Transfer Tracking? (1)
11. Should the operator be able to confirm at the working interest level (not including contracts)? (0)
12. Should the working interest owners be able to confirm at an entity level with the TSP? (0)
13. Should the working interest owner be able to nominate at an entity level with the TSP? (0)
14. Should there be a relationship between the working interest owner and the TSP to effectuate 12 or 13? (0)