

PUBLICATION PROCESS REVIEW TASK FORCE

The August 23, 2001 Executive Committee motion:

Create a publication process review task force charged with examining the existing publication process and suggesting improvements to the process. The task force will report its findings to the executive committee at the October 2001 EC meeting and conclude its work by no later than December 2001.

What the GISBOPs say about Publication:

Procedures for Communications with the FERC dated August 18, 1997.

4.0 PUBLICATION SCHEDULE FOR STANDARDS

a. The standards manuals and standards booklets shall be updated and new versions published no more than twice per year.

b. In the interim period between publication of standards manuals, it is recognized that, the following documents will be sent to the Secretary of the FERC no more than six times per year:

- 1) Final Standards Actions and member ratified voting record
- 2) Final Interpretations and member ratified voting record
- 3) Standards Request Log
- 4) Clarifications Log

What the GISBOPs say about Publication:

Procedures for Standards Development and Maintenance dated August 18, 1997.

4.0 RESULTS – (last two sentences at the bottom of page 3)

Member ratified actions will be posted on the Final Action page of the GISB Home Page. Two times per year these actions will be incorporated into the implementation manuals.

Task Force Discussion:

It was pointed out that the second sentence could be interpreted to mean publication should be twice a year or it could mean that the 'master set' of the manuals in the GISB office should be updated throughout the year (or at least twice a year). When it comes time for publication, theoretically there should be less work to be done in comparison to one big update that would include a year's worth of work.

What the GISBOPs say about Publication:

Procedures for Adopting Standards dated August 18, 1997.

4.0 PUBLICATION OF STANDARDS

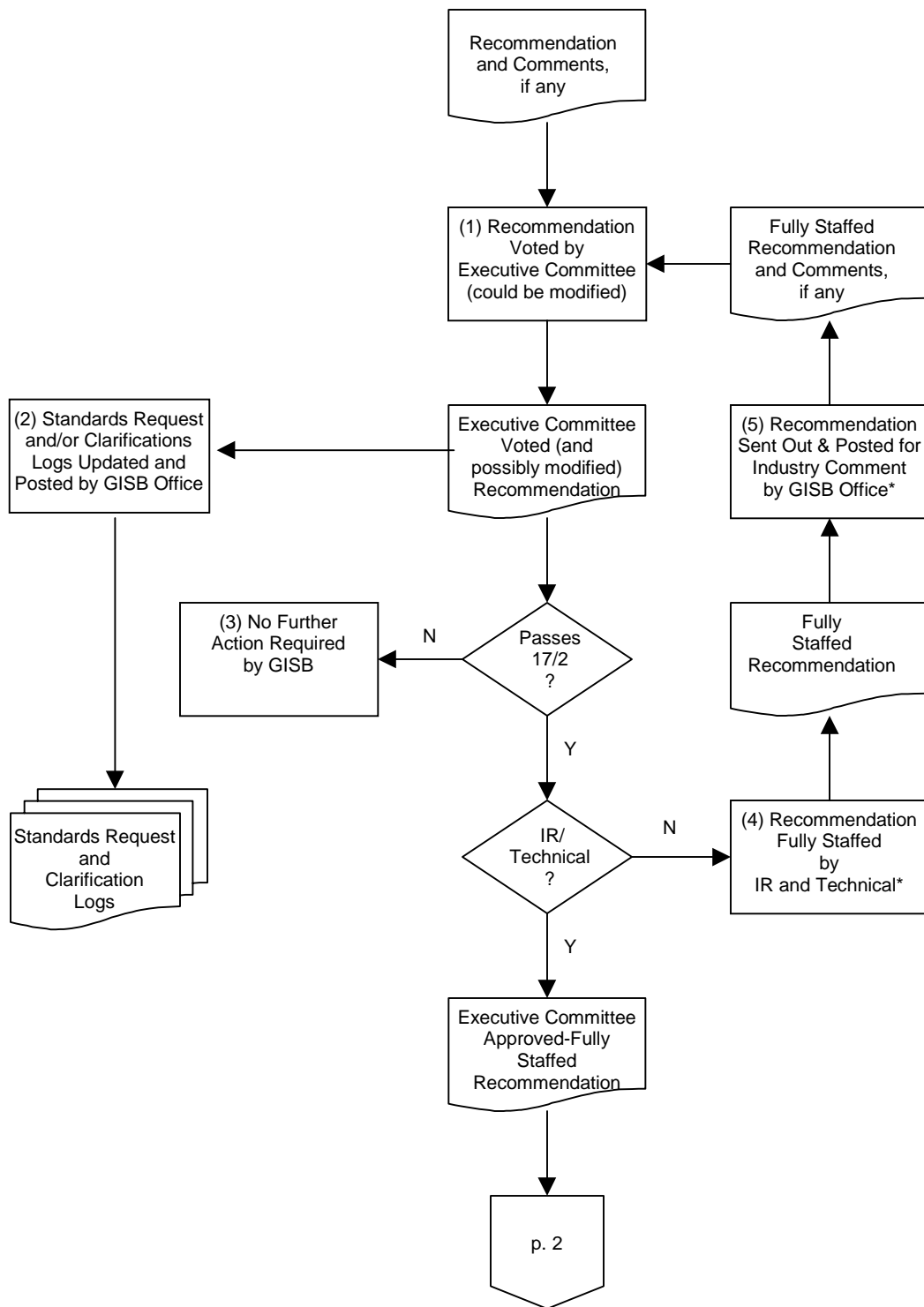
Following approval of a standards proposal by GISB Members, the Executive Director shall publish and issue it as either a new standard, an amendment to an existing standard or a new edition of an existing standard, as appropriate.

PPRTF Potential Deliverables:

1. Review existing process from 17/2 vote at the EC to publication (where it goes).
 - a. Flow-chart and notes describing this process.
2. Suggest workflow changes within the existing GISBOPS.
 - a. Flow-chart and notes describing the changes to the process.
 - b. Resurrecting the standards and clarification request logs.
3. Suggest changes to process / GISBOPS concerning publication.
 - a. Flow-chart and notes describing the proposed process.
 - c. Make a recommendation on whether there should be a firm publication date and if so, under what circumstances, if any, it will be modified.
4. Recommendation on the possible formation of a Publication Editorial Review Board /Subcommittee.
5. Recommendation on whether the next version should be Version 1.6 or 2.0.
 - a. Develop guidelines on when we move to a new volume (i.e. Version 2.0) versus an update from the previous version (i.e. Version 1.6).

Flow Chart of Existing Recommendation Processing (Standards Adoption)

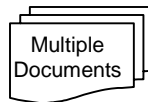
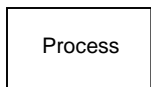
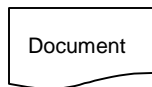
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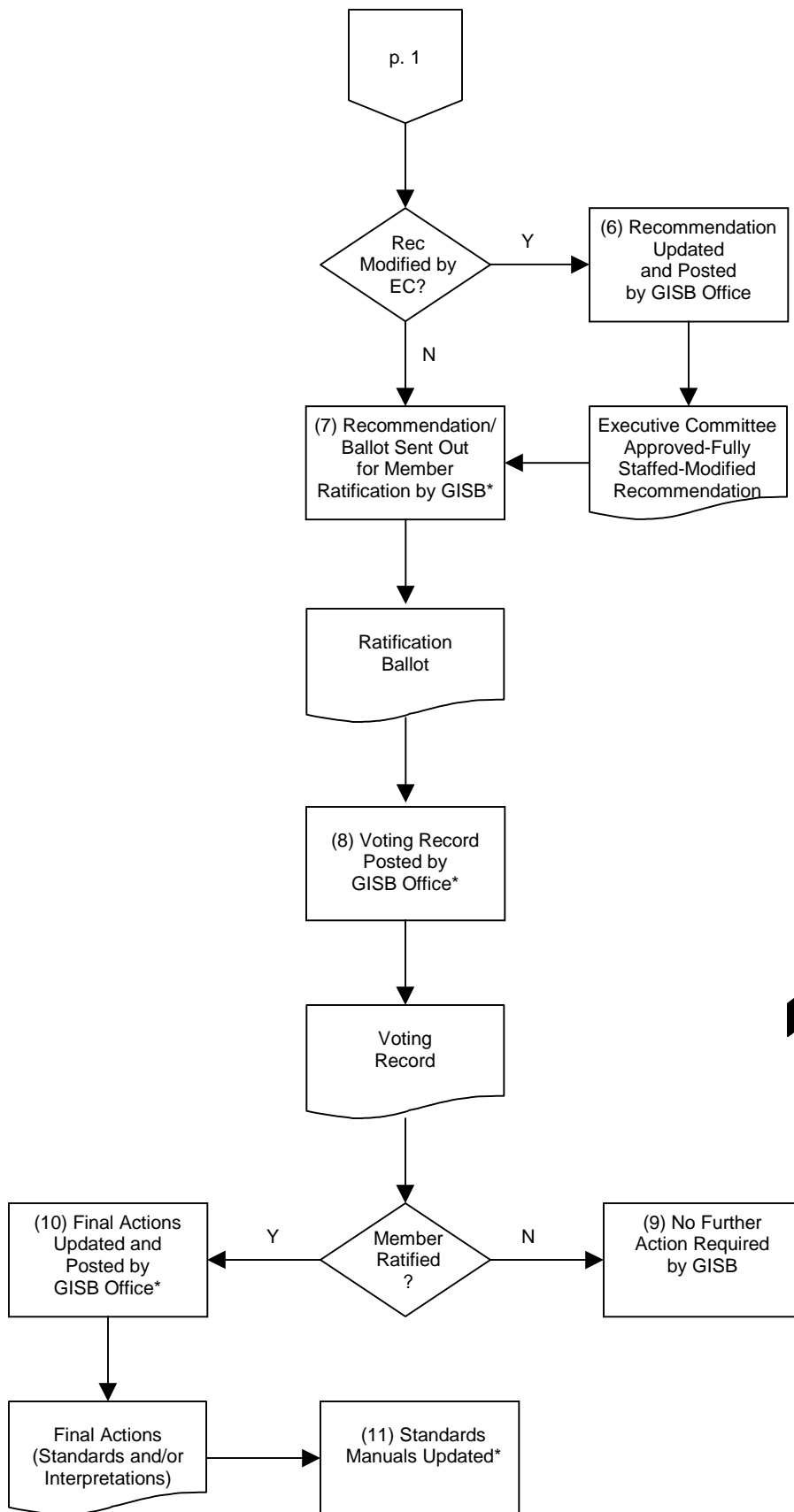
Work in Progress

*The standards and/or clarification logs are updated and posted to reflect this process (see Process 2 and its resulting documents).

Legend:



Original: 09/05/2001



Work in Progress

EXAMPLE 1 - GISB REQUESTS FOR STANDARDS – 2001

CURRENT AS OF (DATE)

[Note for explanation purposes for the PPRTF: **Blue indicates links**

Red indicates there is a legend below

Green shows a hypothetically completed request]

REQUEST INFORMATION			STATUS	REQUEST PROCESSING		EC PROCESSING			FINAL PROCESSING		
REQUEST NO.	DESCRIPTION	REQUESTER & DATE REC'D	SC / TF (GROUP)	PRIORITY	GROUP & MEETING DATE	COMMENT DUE DATE	EC ACTION DATE	EC ACTION	RATIFICATION BALLOT DUE / RESULTS	FINAL ACTION	STANDARD (New / Modified)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
(Link to the request) R01001	Add Change Gas Transaction Points Terms data element to various Capacity Release data sets.	Enron (ETS) 1/24/01	2-IR (CR)	NB	(Link to minutes for each of the meeting dates shown) TR 2/13/01 EC 2/22/01 BPS 3/15/01 BPS 3/29/01 IR	(Link to request for comment)	(Link to minutes for the date)		(link to ballot) / (link to voting results)	(link to Final Actions posted)	
R01001	Add Change Gas Transaction Points Terms data element to various Capacity Release data sets.	Enron (ETS) 1/24/01	6-VER 1.7	NB	TR 2/13/01 EC 2/22/01 BPS 3/15/01 BPS 3/29/01 IR 1/15/02 IR 2/12/02 TECH 2/21/02 EC 4/11/02 IR 5/14/02 TECH 6/4/02 EC 8/15/02 EC....10/10/02	4/02/02 8/05/02	2/22/01 4/11/02 8/15/02 8/31/02 10/10/02	IN XFER-BPS XFER-IR ONV PASS OPV-PASS	Ballot: 11/30/02 Results: PASS	12/15/02	5.3.200 (N) 5.4.55 (M) 5.4.56 (M) 5.4.62 (M)
R01014	Add Payee Bank Name, Payee Bank Location and Payee Bank Reference Information data elements to both Invoices.	Williams 3/21/01	2-IR (I)	CUR	TR 4/11/01 EC 4/19/01 BPS 5/24/01 BPS 7/12/01 IR		4/19/01	IN XFER-BPS			
R01015	Add Reduction Reason code values to the Confirmation Response, Scheduled Quantity and Scheduled Quantity for Operator.	Enron (ETS) 5/10/01	7-W/D	NB	TR 6/8/01 EC 6/14/01 BPS 6/21/01		6/14/01	IN XFER-BPS	N/A	N/A	N/A

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EXAMPLE 2 - GISB REQUESTS FOR CLARIFICATIONS– 2000

CURRENT AS OF (DATE)

[Note for explanation purposes for the PPRTF: **Blue indicates links** **Red indicates there is a legend below** **Green shows a hypothetically completed request**]

REQUEST INFORMATION			STATUS	REQUEST PROCESSING		EC PROCESSING			FINAL PROCESSING		
REQUEST NO.	DESCRIPTION	REQUESTER & DATE REC'D	SC / TF (GROUP)	PRIORITY	GROUP & MEETING DATE	COMMENT DUE DATE	EC ACTION DATE	EC ACTION	RATIFICATION BALLOT DUE / RESULTS	FINAL ACTION	STANDARD (New / Modified)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
(Link to the request)					(Link to minutes for each of the meeting dates shown)	(Link to request for comment)	(Link to minutes for the date)		(link to ballot) / (link to voting results)	(link to Final Actions posted)	
C00001	Calculation of Fuel for Pathed Non-threaded - should it be based on gross receipts or delivered volumes?	Hatch 1/05/01	6-VER 1.5	NB	IS 2/4/00 IS 5/26/00 EC 8/24/00	8/04/00	8/24/00	PASS	Ballot: 11/20/00 Results: PASS	2/25/01	7.3.85 (N)

EXAMPLE 3 - GISB REQUESTS FOR MINOR CLARIFICATIONS AND CORRECTIONS – 2002

CURRENT AS OF (DATE)

[Note for explanation purposes for the PPRTF: **Blue indicates links** **Red indicates there is a legend below** **Green shows a hypothetically completed request**]

REQUEST INFORMATION			STATUS	REQUEST PROCESSING		EC PROCESSING			FINAL PROCESSING		
REQUEST NO.	DESCRIPTION	REQUESTER & DATE REC'D	SC / TF (GROUP)	PRIORITY	GROUP & MEETING DATE	COMMENT DUE DATE	EC ACTION DATE	EC ACTION	RATIFICATION BALLOT DUE / RESULTS	FINAL ACTION	STANDARD (New / Modified)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
(Link to the request)					(Link to minutes for each of the meeting dates shown)	(Link to request for comment)	(Link to minutes for the date)		(link to ballot) / (link to voting results)	(link to Final Actions posted)	
M02005	In Standard 3.4.87, for the data element Charge Type, the code value 'Capacity Constraint Crede' should be 'Capacity Constraint Credit'	XYZ Pipeline	6-VER 1.7	NB	EC 9/14/02	9/30/02	9/14/02	PASS	N/A	10/15/02	3.4.87 (M)

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LEGENDS

STATUS – SUBCOMMITTEE TASK FORCE (GROUP)

STATUS

1 - SC / TF (GROUP) Subcommittee or Task Force from the following lists:
Example: BPS (CR)

SUBCOMMITTEE / TASK FORCE

ACT	ANSI Compliance Team
APSC	Annual Plan Subcommittee
BPS	Business Practices Subcommittee
CCSC	Common Codes Subcommittee
CSC	Contracts Subcommittee
EIITF	EBB - Internet Implementation Task Force
EC	Executive Committee
FTTF	Future Technology Task Force
PSC	Process Subcommittee
IR	Information Requirements Subcommittee
ISC	Imbalance Subcommittee
IS	Interpretation Subcommittee
TECH	Technical Subcommittee (was Task Force)
TR	Triage
XML	XML Subcommittee (under EDM Subcommittee)

(GROUP)

(CR)	Capacity Release related
(EDM)	Electronic Delivery Mechanism related
(FG)	Flowing Gas related
(GEN)	General
(INV)	Invoicing related
(K)	Contracts related
(NOM)	Nomination related
(O637)	Order 637

2-OIC	Out for Industry Comment
3-ECAadopt	EC Adopted / Pending 'ECA' Recommendation Procedural Approval
4-ECA Rec	'ECA' Recommendation Procedurally Approved / Pending Member Ratification
5-MR	Member Ratified / Pending Publication
6-VER X.X	Publication Version
7-W/D	Withdrawn
8-NFA	No further action

PRIORITY

(Note: can be more than one – Example: Cur – hi = address it in the current round of business and make it the highest priority with those items in the round)

CUR	Current Round of Business (include it in the Group currently being addressed)
NB	Normal Course of Business
HI	High priority
LO	Low Priority

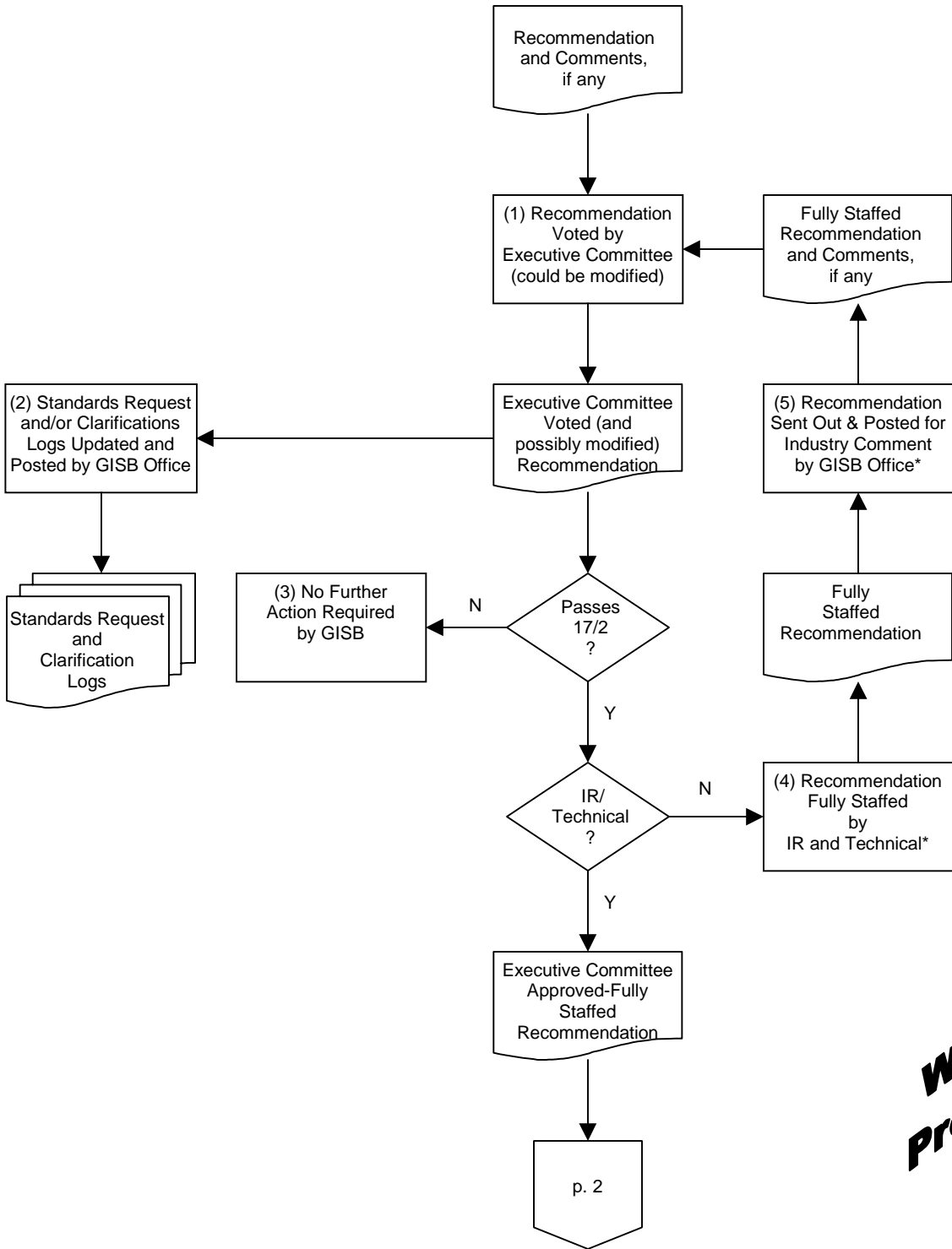
EC ACTION:

FAIL	Failed the 17/2 Vote of the EC
IN	In Scope
ONV	Out for Notational vote
OPV-FAIL	Other Procedural Vote Failed
OPV-PASS	Other Procedural Vote Passed
OUT	Out of Scope
PASS	Passed the 17/2 vote of the EC
POSTPN	Postponed for later consideration
TABLE	Item tabled by the EC
XFER	Transfer to Subcommittee (include Subcommittee or Task Force)

***Work in
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Flow Chart of Proposed Recommendation Processing (Standards Adoption)

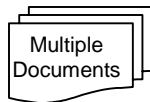
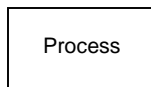
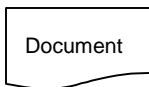
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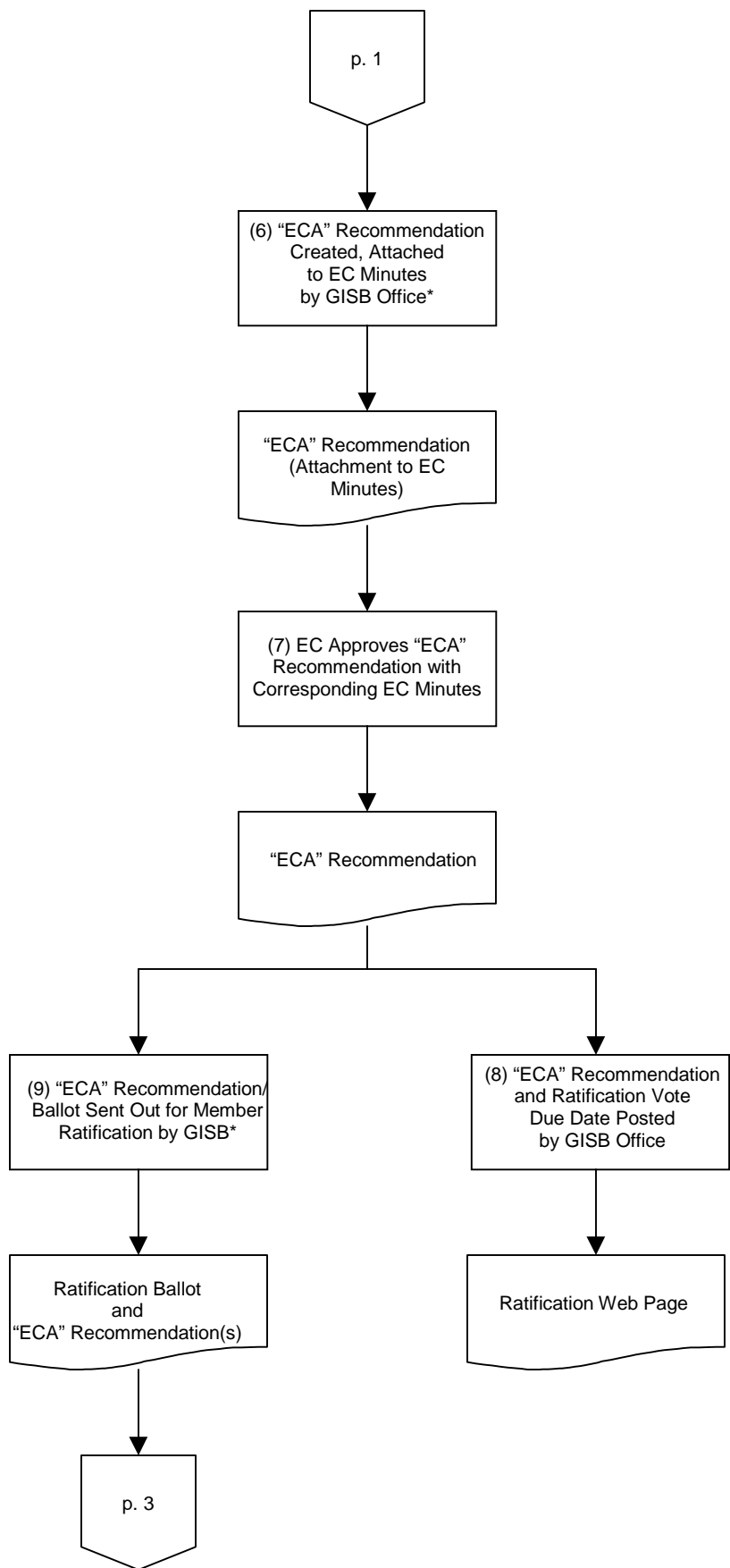
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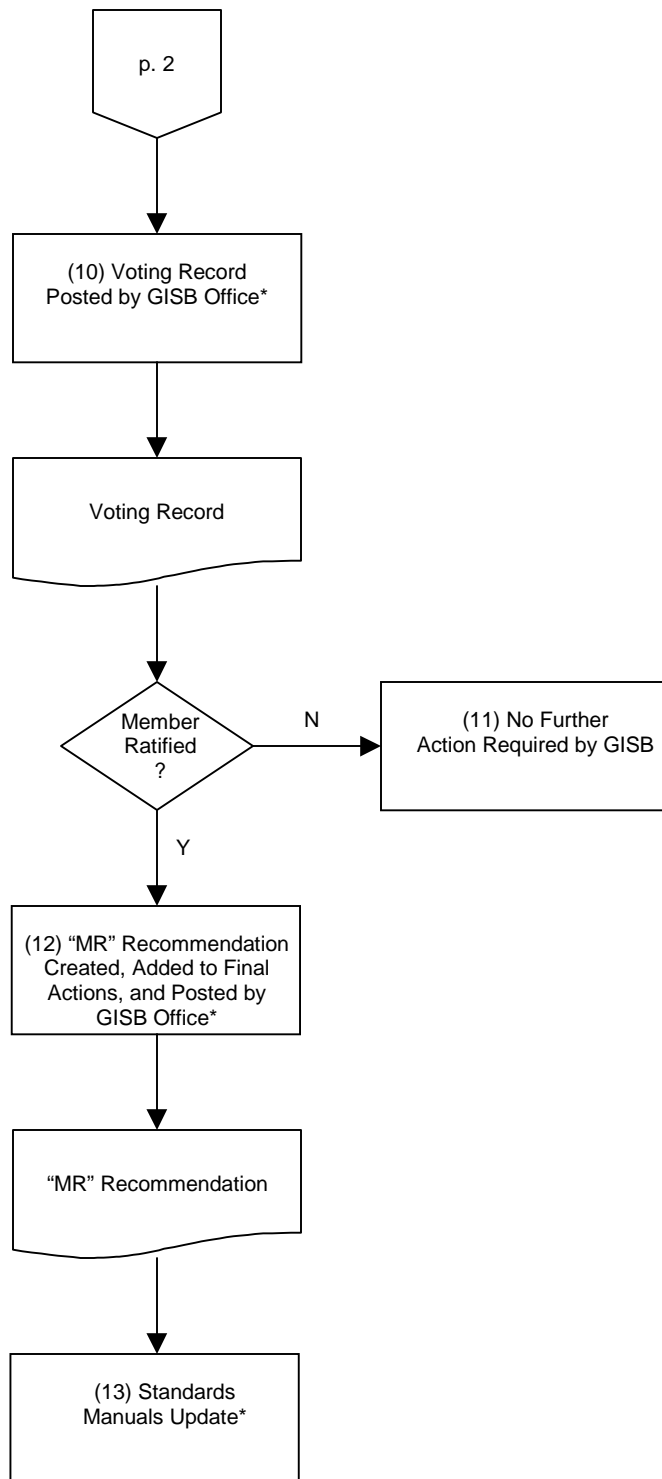
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Original: 11/06/2001



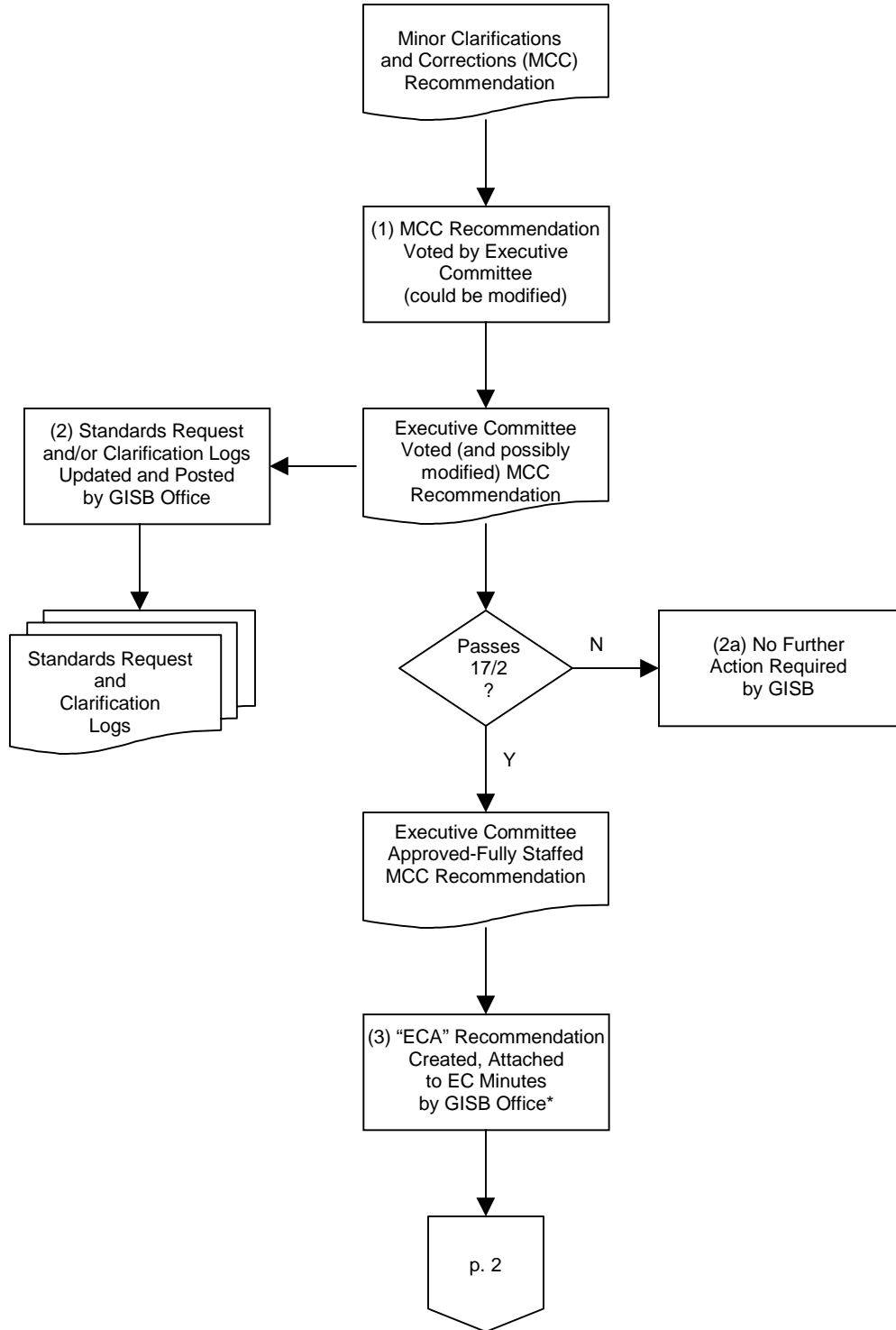
Work in Progress



***Work in
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Flow Chart of Proposed Minor Clarifications and Corrections Processing

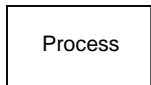
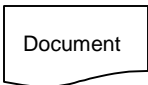
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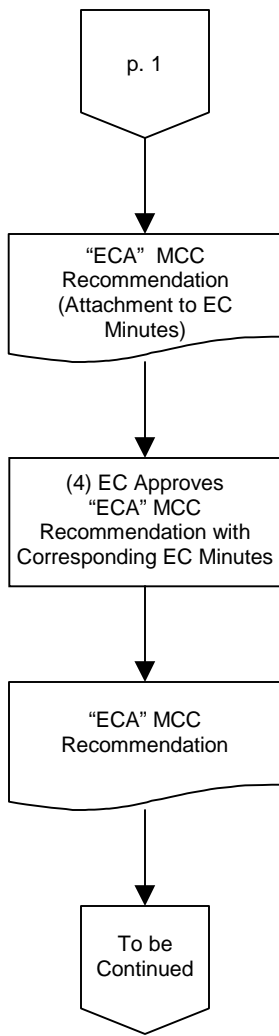
Work in Progress

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Legend:



Original: 11/30/2001



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PUBLICATION PROCESS REVIEW TASK FORCE

Preliminary Findings:

- July 31 is the best date to publish
- Publications should take place every year
- Reinstigate requests for standards and clarifications log with expanded functionality
- Develop a process that provides for an ongoing updates, checks & balances in the manual preparation process

Key Dependencies/Considerations:

- EC Endorsement
- NAESB vs. GISB – Increased Publication Workload Anticipated
- Staffing & Budget
- Work through Process Committee to change GISBOPs (NAESBOPs), if necessary

Open Issue:

- Whether to publish version 1.6 in 2002 or version 2.0