

GAS INDUSTRY STANDARDS BOARD
EXECUTIVE COMMITTEE MEETING
OCTOBER 15, 1998



**GAS INDUSTRY STANDARDS BOARD
GISB EXECUTIVE COMMITTEE MEETING
MEETING MATERIALS
OCTOBER 15, 1998**

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GAS INDUSTRY STANDARDS BOARD
GISB EXECUTIVE COMMITTEE MEETING
MEETING MATERIALS
OCTOBER 15, 1998

1. WELCOME AND OPENING REMARKS

- The meeting is held in:
 - Where: Texaco Offices
1111 Bagby
Houston, Texas
 - Room: 34th Floor Auditorium

 - Times are:
 - When: October 15 9:00 a.m. to 5:00 p.m.

 - The chairman may elect to extend the hours of the meeting if more time is required to complete the agenda.

 - For further assistance please reach :
 - Veronica Thomason at (713) 757 - 4175

 - The officers presiding over the Executive Committee meeting are:
 - Mike Bray - Chairman
 - Jerry Hahn - Vice-Chair
 - Rae McQuade - Executive Director
 - Dennis Holbrook - General Counsel

 - Transcripts will be available from Jane Copeland, Ak/Ret Reporting, Inc. and can be ordered either during the meeting, or by calling 512-882-9037.
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OCTOBER 15, 1998

1. ANTITRUST GUIDELINES

- GISB General Counsel Dennis Holbrook will review the antitrust guidelines. The points are :

Antitrust guidelines direct meeting participants to avoid discussion of topics or behavior that would result in anti-competitive behavior including: restraint of trade and conspiracies to monopolize, unfair or deceptive business acts or practices, price discriminations, division of markets, allocation of production, imposition of boycotts, and exclusive dealing arrangements.



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OCTOBER 15, 1998

1. ADOPTION OF AGENDA

- The proposed agenda, attached, has been distributed and is available on GISB's home page.
 - **The Executive Committee is requested to review the agenda, suggest changes if needed, and vote to adopt the agenda.**
-



Gas Industry Standards Board

1100 Louisiana, Suite 4925, Houston, Texas, 77002
Phone - (713) 757-4175, Fax - (713) 757-2491, email gisb@aol.com
Home Page - www.gisb.org

October 5, 1998

TO: Executive Committee & Alternates, Posting on the Home Page

FROM: Rae McQuade, Executive Director

RE: **Upcoming Executive Committee Meeting Announcement & Agenda - October 15, 1998**

The Executive Committee will meet in Houston at the offices of Texaco, 1111 Bagby, from 9:00 a.m. to 5:00 p.m. For those members traveling from out of town, the Doubletree Hotel (400 Dallas Street, phone number 713-759-0202) is across the street from the offices. Materials for the meeting will be provided to Executive Committee members shortly and will be posted on the GISB Home Page in the "Executive Committee" area. Below are the meeting arrangements:

WHERE: Texaco Offices
1111 Bagby
34th Floor Auditorium
Houston, Texas

WHEN: October 15, 1998
9:00 a.m. to 5:00 p.m.

Please notify the GISB office by October 13 of your intent to attend so that appropriate meeting arrangements can be made. I look forward to seeing you in Houston. Please feel free to call if you have any questions or comments.



**GISB EXECUTIVE COMMITTEE MEETING
TEXACO OFFICES, 1111 BAGBY, 34TH FLOOR AUDITORIUM, HOUSTON, TEXAS
PROPOSED AGENDA**

THURSDAY, OCTOBER 15, 1998 -- 9:00 A.M. TO 5:00 P.M.

- 9:00 a.m. 1. Welocme
- Antitrust Guidelines
 - Welcome to members and attendees
 - Adoption of Agenda
 - Adoption of Draft Minutes of August 20, 1998
 - Update on Board of Directors Meeting -- September 30, 1998
 - Update on GISB Annual Meeting -- September 28 - 30, 1998
 - Announcement of New Contracts Class
- 9:30 a.m. 2. Proposed Standards
- R98021 Modify the implementation of the CTT segment within the Shipper Imbalance and the Transportation/Sales Invoice. In these transactions, the CTT should be the accumulation of the number of ITI segments. (Comments were due by September 20)
 - Title Transfer Tracking (Comments will be due on October 8)
- 11:30 a.m. LUNCH
- 1:00 p.m. 2. Continuation of agenda item 2
- 2:30 p.m. 3. Triage Recommendations for New Requests for Standards
- 3:00 p.m. 4. EII Subcommittee Plan
- 3:30 p.m. 5. Common Codes Progress Report
- 4:00 p.m. 6. 1998 & 1999 Annual Plan and Maintenance Plan
- Review of, recommended changes to and vote to endorse 1999 Annual Plan
 - Verification of 1998 Maintenance Plan by Subcommittee and Task Force Chairs
 - Title Transfer Tracking (Diane McVicker)
 - Allocation Grid Drafting Team Progress (Dale Davis)
 - Imbalance Subcommittee Update (Jim Buccigross)
 - Cross Contract Ranking Plan (Sylvia Munson & Donna Scott)
- 4:45 p.m. 7. Other Business Items
- 1999 Calendar of Meetings
- 5:00 p.m. Adjourn



GAS INDUSTRY STANDARDS BOARD
GISB EXECUTIVE COMMITTEE MEETING
MEETING MATERIALS
OCTOBER 15, 1998

1. ADOPTION OF MINUTES

- The minutes of August 20, 1998 were posted on the home page for review and are included in these materials for vote to adopt.
- **The Executive Committee is requested to review the draft minutes, suggest changes if needed, and vote to adopt as minutes of the meeting.**





GAS INDUSTRY STANDARDS BOARD
Executive Committee Meeting
July 16, 1998 -- 9:00 a.m. to 4:30 p.m.
The Doubletree Hotel, Houston, Texas

DRAFT MINUTES

I. Introductory Items

Mr. Bray welcomed the attendees and the Executive Committee (EC) members to Houston and made introductory remarks. Mr. Holbrook reviewed the antitrust guidelines. Roll was called (21 members or alternates present) and members and alternates were welcomed to the committee meeting. The attendees introduced themselves. The agenda was adopted through a unanimous vote. The draft minutes of July 16 were modified and adopted through a unanimous vote. For a full accounting of the discussion from today's meeting, the transcripts should be ordered from Jane Copeland of Ak/Ret Reporting.

II. Proposed Standards

Ms. Croley represented the recommended standards changes for **Request No. R97126**, "Add an error code and message to "table A - Internet EDM Standard Error Codes and Messages." An EDM error code is needed for EDI translation errors." There was no discussion. The proposed standards changes passed unanimously with 22 votes, (a notational ballot from Mr. Novak was counted in the tally).

Ms. Corman introduced the request to adopt an amended trading partner agreement (TPA) as a standard, (**Request Nos. R96004 and R97060**). She reviewed the work paper, distributed during the meeting, explaining the process differences of EDI transmissions via Internet versus VANs. The TPA was reviewed page by page for changes resulting from the comments filed by Texaco and Columbia Gas Transmission.

For section 1.2.1, minor clarifications were made. For Section 1.2.2, alternate language was offered: "Each party shall be responsible for the services needed to carry out its responsibilities under this agreement." After discussion, a straw vote sense of the room vote was taken: one EC member preferred the alternate language and twenty EC members supported the original language. No changes to the section were made. For section 1.3, minor changes were made for readability. For section 1.4.2, minor clarifications were made. For section 3.1, minor changes were made for clarity. For section 3.2, minor changes were made for clarity. For section 3.3 minor changes were made for clarity.

The inclusion of language previously deleted:

3.3.3. The conduct of the parties pursuant to this Agreement, including the use of Signed Documents properly transmitted pursuant to this Agreement, shall, for all legal purposes, evidence a course of dealing and a course of performance accepted by the parties in furtherance of this Agreement, any Transaction and any other written agreement described in Section 3.1.

was discussed. After discussion, it was not included. Section 4.7 was modified to reduce ambiguity. The exhibit was modified for eliminating un-needed information in the contact information.

The changes made were reviewed, and the TPA was voted as a standard unanimously.

III. Voting Rules for and Review of Executive Committee Subcommittees and Task Forces

The results of the suggested voting procedures were reviewed. Allocation Grid Data Team was inadvertently left off of the table, as was the Cross Contract Ranking Task Force. They were added and inactive task forces deleted. The Business Practices Subcommittee voting procedures were changed to balanced voting. The motion was made to adopt the voting rules as specified, which carried unanimously.

IV. EII Task Force Plan

Ms. Unruh joined the Executive Committee after lunch replacing Mr. Walker.

Mr. Caldwell reviewed the progress made to date by the EII Task Force. He reviewed the report (posted) to the EC members. The issue was identified on the potential for conflicts between the version 1.3 standards related to Internet non-transactional standards and the standards currently under development for the transactional web sites. While conflicts have not yet arisen, some standards have been identified that need more specificity. Another issue was the response to the FERC regarding timelines related to Order No. 587-G, specifically those outlined in the EII Task Force, for informational purposes with the caveats that this timeline is extremely aggressive. Concern was raised on the Y2K compliant systems and that June 1999 for implementation off nominations barely gives enough time to ensure that systems are Y2K ready. Other concerns were raised that with the current GISB work load, the completion dates are not realistic.

As a result of the above discussion, Ms. McQuade reviewed the correspondence regarding meeting scheduling difficulties. The alternatives are to identify specific days for meetings, reduce the number of days an active group can meet, reduce the number of active groups, allow for overlapping meetings. Several options were considered from postponing work in the Title Transfer Tracking Task Force, to having the Title Transfer Tracking Task Force bring forward standards in mid-September. The September schedule was discussed and will be posted alleviating most of the overlap problems. From October on, a set calendar for meetings will be published.

For the October 15 timeline for nominations for EII task force, the feasibility of meeting the dates will be determined as the EII task force addresses the survey items, beginning August 21. When requests come in regarding the survey items they should be marked as an EII item. The EC was requested to allow a bypass of the Triage group for those specific items and concurred that those items could go directly to the EII task force. The plan as presented by Mr. Caldwell was adopted unanimously. The EC will determine that the EII requests are in scope notationally.

V. Common Codes Progress Report

Mr. Hahn described the activities underway regarding the D&B work to provide a central repository for common codes. He asked that the volunteer companies that have been requested to provide data do it as expeditiously as possible. The effort is two pronged - initialization and cleanup. The Common Codes Subcommittee should meet in the near future to address the problem of companies using D-U-N-S® Numbers which are not legal entities. His expectation is that an agreement should be in place to meet the ninety day waivers granted by the FERC to pipelines regarding D-U-N-S® Numbers. An update on this issue should be forwarded to the FERC with GISB's scheduled updates.

VI. FERC Notices of Proposed Rule-making

Mr. Caldwell provided a synopsis of the Notice of Proposed Rule-making, Docket No. 98-10-000. Mr. Bray reviewed the highlights where GISB was noted. We should begin regular informal communications with the FERC so that issues can be easily discussed prior to appearing in formal communications. There will be work for GISB as a result of this NOPR, as changes are proposed to existing standards for example in capacity release.

VII. Annual Plan

Ms. McVicker had noted earlier that Title Transfer Tracking should forward standards for comment in September. Ms. Davis expected that the Allocation Grid Data team work should be concluded by the end of the year, but could be affected by the workloads in Information Requirements Subcommittee. Mr. Buccigross noted that the Imbalances Subcommittee should have proposed standards out of committee by year end.

VIII. Other Business Items

The EII task force is meeting tomorrow at Dynegy on the 71st floor.

IX. Adjourn

Meeting adjourned at 3:45 p.m., August 20, 1998. The EC meeting in September is canceled.

- Attachments:
1. Attendance
 2. Voting Record
 3. Trading Partner Agreement
 4. Voting Procedures for Executive Committee Groups
 5. September Calendar
 6. General Monthly Calendar

Attendance

	<u>SEGMENT</u>	<u>PRESENT</u>	<u>MEMBER/ALTERNATE</u>
Executive Committee:	END USERS:	✗	VACANT
		✓	Lee Smith
		✓	Diane McVicker
		✗	Kelly Daly
		✓	Dona Gussow
	LDCs:	✓	Bill Oppenheim
		✓	Bob Betonte
		✓	Dolores Chezar for Gary Beland
		✓	Chris Maturo
		✗	Mike Novak
	PIPELINES:	✓	Mike Bray
		✓	Dale Davis
		✓	Paul Love
		✓	Shelley Corman
	PRODUCERS:	✓	Norm Walker
		✓	Jerry Hahn
		✓	Richard Smith
		✓	Joe Wiley
	SERVICES:	✓	Paul Keeler
		✓	Tommie Hartmann
✓		Carl Caldwell	
✓		Donna Scott	
✓		Jim Buccigross	
.		✓	Mark Scheel
		✗	Keith Sappenfield
Administrative:	Rae McQuade		- Executive Director
	Veronica Thomason		- GISB Staff
	Dennis Holbrook		- General Counsel
	Jane Copeland		- Ak/Ret Reporting

Attendance (Continued)

Observers:			Members¹
Sandra Barnett	Koch Gatewat	barnetts@kochind.com	✓
Sandi Braband	Enron Capital and Trade	sbraban@enron.com	✓
Denise Breeden	Tennessee Gas Pipeline	breedend@epenergy.com	✓
Susan Croley	Duke Energy - Trunkline	spcroley@duke-energy.com	✓
Elena Ilina	Dynegy	eyil@dynegy.com	✓
Jean Ford	Andersen Consulting	mmbtu@ibm.net	✓
Mark Gracey	Tennessee Gas Pipeline	gracey@epenergy.com	✓
George Heal	IBM	george.heal@pipe.nova.ca	✓
Theresa Hess	Enron - Northern Natural	thess@enron.com	✓
Tammy Hopkins	Enron - Transwestern	thopkins@enron.com	✓
Dennis LaTour	ANR Pipeline		✓
Stuart Maudlin	Sabre	stuart.maudlin@sabre.com	✓
Marcie McCain	Duke - Algonquin	mlmccain@duke-energy.com	✓
Terry McRae	Pennzoil	tmcrae@pennzoil.com	✓
Sylvia Munson	Altra	sylviam@altranet.com	✓
Leigh Spangler	Latitude Technologies	lspangler@latitudetech.net	✓
Chuck Stodola	Columbia Gas Transmission	cstodola@columbiaenergygroup.com	✓
Julie Unruh	Koch Gateway	unruh@kochind.com	✓
Kim Van Pelt	Texas Eastern Transmission	kvanpelt@duke-energy.com	✓
Pete Whatley	Dynegy Inc.	pcwh@dynegy.com	✓

¹ Please note that those individuals signing in as non-members do not have membership benefits. The non-member participant, when changing status to represent a member company at a meeting, should provide written correspondence signed by the primary voter of that member company prior to the meeting, so that his status can be changed and membership benefits reinstated.

EXECUTIVE COMMITTEE VOTING RECORD - AUGUST 20, 1998**PROPOSED STANDARDS AND INTERPRETATIONS**

INDUSTRY SEGMENT	EXECUTIVE COMMITTEE MEMBER	R97126	R96004 & R97060
End User	Dona Gussow	✓	✓
	Lee Smith	✓	✓
	Diane McVicker	✓	✓
	Kelly Daly		
	Kristine Mespelli		
Producer	Richard Smith	✓	✓
	Paul Keeler	✓	✓
	Tommie Hartmann	✓	✓
	Jerry Hahn	✓	✓
	Joe Wiley	✓	✓
Pipeline	Paul Love	✓	✓
	Dale Davis	✓	✓
	Shelley Corman	✓	✓
	Norm Walker	✓	✓
	Mike Bray	✓	✓
Services	Jim Buccigross	✓	✓
	Carl Caldwell	✓	✓
	Mark Scheel	✓	✓
	Donna Scott	✓	✓
	Keith Sappenfield		
LDCs	Dolores Chezar	✓	✓
	Mike Novak	✓	
	Bill Oppenheim	✓	✓
	Gary Beland	✓	✓
	Rick Ishikawa	✓	✓
Results	Pass/Fail	PASS	PASS
	Type of Vote	17/2	17/2
	Member Ratification?	YES	YES

- Motions:
1. Vote on balanced voting as originally prepared, 3 votes per segment
 2. Vote on balanced voting as modified, 3 votes per segment
 3. Vote on balanced voting as modified, 2 votes per segment
 4. Vote on R98023 as minor correction
 5. Vote on 4 submitted sets of minor corrections

ELECTRONIC DATA INTERCHANGE

2

TRADING PARTNER AGREEMENT

4

THIS ELECTRONIC DATA INTERCHANGE TRADING PARTNER AGREEMENT (the "Agreement") is made as of _____, _____, by and between _____, a _____ [specify corporation or other entity type], with offices at _____ and _____, a _____, [specify corporation or other entity type] with offices at _____ (collectively, the "parties").

6

8

RECITALS

10

WHEREAS, the parties desire to facilitate transactions, reports and other information exchanged by electronically transmitting and receiving data in agreed formats; and

12

WHEREAS, the parties desire to assure that such transactions are not legally invalid or unenforceable as a result of the use of available electronic technologies for the mutual benefit of the parties; and

14

16

WHEREAS, the parties desire to enter into this Agreement to govern their relationship with respect to computer to computer exchange of information, also known as Electronic Data Interchange ("EDI") transactions.

18

NOW THEREFORE, in consideration of the premises and covenants herein contained, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties, intending to be legally bound, hereby agree as follows:

20

Section 1. Prerequisites

22

1.1 Data Communications. Each party may electronically transmit to or receive from the other party any of the transaction sets listed in the Exhibit(s), as such Exhibit(s) may be revised by written agreement (collectively "Documents"). Any transmission of data which is not a Document, a Functional Acknowledgement, an electronic delivery mechanism error notification, or a time-stamp receipt response or record (collectively "Data Communications") shall have no force or effect between the parties. All Data Communications shall be transmitted in accordance with the standards and the published industry guidelines set forth in the Exhibit(s). The Exhibit(s) to this Agreement

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30 is(are) attached hereto. Any modification of the provisions contained in the body of this
31 Agreement will be effective as set forth in the Exhibit(s).

32 1.2. Third Party Service Providers

33 1.2.1 Data Communications will be transmitted electronically to each party as specified
34 in the Exhibit(s), either directly or through any third party service provider ("Provider")
35 with whom either party may contract. Either party may modify its election to use, not
36 use or change a Provider upon 30 days prior written notice to the other party.

37 1.2.2 Each party shall be responsible for the costs of any Provider with whom it
38 contracts, unless otherwise set forth in the Exhibit(s). Each party shall be responsible
39 for services needed to carry out its responsibilities under this agreement.

40 1.2.3 Notwithstanding the acts or omissions of its Provider, for purposes of this
41 Agreement, each party is responsible for transmitting, receiving, storing or handling
42 Data Communications to the extent required to effectuate transactions pursuant to
43 Section 2.

44 1.3 System Operations. Each party, at its own expense, shall provide and maintain the
45 equipment, software, services and testing necessary to transmit Data Communications
46 to, and receive Data Communications from the parties' respective Receipt Computers.

47 1.4 Security Procedures

48 1.4.1 Each party shall use those security procedures specified in the Gas Industry
49 Standards Board ("GISB") standards and the Exhibit(s). The manner in which public
50 encryption keys are to be changed and/or exchanged will be specified in the Exhibit(s).

51 1.4.2 Security Key Exchanges. The parties shall maintain a public key used to
52 facilitate secure electronic communication. The parties shall change their public key as
53 set forth in the Exhibit(s). However, in emergency situations in which it is necessary to
54 change a key immediately, each party shall provide the other party with immediate notice
55 of the change. Each party shall provide to the other its public key by either: (a) a
56 certified or receipt mail service using a diskette with the public key contained in an ASCII
57 text file; or, (b) an electronic simple mail transfer protocol ("SMTP") mail message with
58 the public key contained in the body. The public key shall be verified by the party to
59 whom it is sent by validating the fingerprint of the public key by phone or by other
60 comparable means.

1.5 Signatures. Each party shall adopt as its signature private keys which shall be applied to
62 each document transmitted by such party ("Digital Signature "). Such Digital Signature,
64 when decrypted by the receiving party, will be used to authenticate the identity of the
sender.

Section 2. Transmissions

66 2.1 Proper Receipt

2.1.1 Documents shall not be deemed to have been properly received, and no
68 Document shall give rise to any obligation, until accessible to the receiving party at such
party's Receipt Computer designated in the Exhibit(s), as evidenced by the receipt by
70 sending party of the HTTP response initiated by receiving party. The HTTP response
shall specify the date and time of receipt of a Document at the receiving Internet server
72 (also called "time-c"). No Document shall have any effect if the HTTP response is not
received by sending party, or if the HTTP response indicates an error.

74 2.1.2 The "Receipt Computer" shall be defined in the Exhibit(s) as the receiving
party's Uniform Resource Locator ("URL"), which describes the protocols which are
76 needed to access the resources and point to the appropriate Internet locations. Where
the parties employ the services of Providers to transmit and receive Documents, the
78 Receipt Computer shall be defined in the Exhibit(s) as the receiving party's URL provided
by the receiving party's Provider.

80 2.2 Digital Signature Verification and Decryption. Upon proper receipt of any Document, the
receiving party shall attempt to decrypt the Document and verify the digital signature of
82 the sending party. If the Document is verified and the decryption is successful, the
receiving party shall transmit a Functional Acknowledgment in return. If the Document is
84 verified and the decryption is unsuccessful, the receiving party shall send the applicable
error message to the sending party. The sending party shall attempt to correct the error
86 and promptly retransmit the Document or otherwise contact the receiving party.

2.3 Functional Acknowledgement and Response Document

88 2.3.1 For the purposes of this Agreement, a "Functional Acknowledgment" means an
ASC X12 Transaction Set 997 which confirms a Document has been received and
90 whether all required portions of the Document are syntactically correct or not, but which
does not confirm the substantive content(s) of the related Document.

92 2.3.2 If the Functional Acknowledgment indicates an error, neither party shall rely on
the Document. The sending party shall attempt to correct the error and promptly

94 retransmit the Document or otherwise contact the receiving party. If the Functional
96 Acknowledgment does not indicate any error, the Functional Acknowledgment shall
constitute conclusive evidence a Document has been received in syntactically correct
form.

98 2.3.3 If there has been proper receipt pursuant to Section 2.1, verification and
successful decryption pursuant to Section 2.2, and if the receiving party nevertheless
100 fails to transmit a Functional Acknowledgment, the sending party's records of the
contents of the Document shall control, unless the sending party has retransmitted a
102 Document pursuant to Section 2.3.7.

104 2.3.4 By mutual agreement, the parties may designate in the Exhibit(s) a "Response
Document" Transaction Set as a substitute for or in addition to an ASC X12 Transaction
Set 997. A Response Document confirms that a Document has been received, and
106 whether all required portions of the Document are syntactically correct, and contains data
sent by the receiving party to the sending party in response to the substantive content of
108 the related Document.

110 2.3.5 If the Response Document indicates an error, neither party shall rely on the
Document or portion of the Document which is in error, if known. The sending party shall
attempt to correct the errors and promptly retransmit the Document or applicable portion
112 or otherwise contact the receiving party. If the Response Document does not indicate
any error, the Response Document shall constitute conclusive evidence a Document has
114 been received in syntactically correct form.

116 2.3.6 If the parties have mutually agreed to the use of a Response Document, and if
there has been proper receipt pursuant to Section 2.1, verification and successful
118 decryption pursuant to Section 2.2, and if the receiving party nevertheless fails to
transmit a Response Document, the sending party's records of the contents of the
Document shall control unless the sending party has retransmitted a Document pursuant
120 to Section 2.3.7.

122 2.3.7 Retransmissions. If the sending party of a Document has not received a
corresponding functional acknowledgment or response document within the time frame
124 indicated in the Exhibit(s), the sending party shall retransmit the Document and such
Document shall be considered a new transmission for purposes of Section 2.

Section 3. Terms

126 3.1. Transaction Terms and Conditions. This Agreement is intended to facilitate Data
128 Communications between the parties concerning the transactions related to
130 transportation or sales conducted pursuant to underlying written agreements. In the
event of conflict between this Agreement and the subject underlying written
agreement(s), the terms and conditions of the underlying agreement(s) shall control.

132 3.2 Terms and Conditions of Reports and Other Information. In the absence of any other
written agreement applicable to reports and other information transmitted pursuant to this
Agreement, such reports and other information shall be subject to:

134 [A] those terms and conditions, including any terms for payment, included in the
Exhibit(s);

136 and

138 [B] such additional terms and conditions as may be determined in accordance with
applicable law.

140 3.3 Change in Terms and Conditions. Notwithstanding Section 4.1 of this Agreement, if any
142 party determines that Data Communications under this Agreement are altered by a
subsequent change to a party's tariff or obligation imposed by a governmental entity
exercising jurisdiction over that party, then the affected party shall give immediate notice
144 defining which Data Communications under this Agreement are affected, and the
reasons therefore, and may provide notice of termination of this Agreement as provided
146 in Section 4.8, effective immediately upon receipt of such notice by the other party to this
Agreement.

148 3.4. Confidentiality. No information contained in any Document or otherwise exchanged
150 between the parties shall be considered confidential, except to the extent provided in
Section 1.5 or in the Exhibit(s), by written agreement between the parties, or by
applicable law.

3.5. Validity: Enforceability

152 3.5.1 This Agreement has been executed by the parties to evidence their mutual intent
154 to be bound by the terms and conditions set forth herein relating to the electronic
transmission and receipt of Data Communications.

156 3.5.2 Any Document properly transmitted pursuant to this Agreement shall be
considered, in connection with any transaction, any other written agreement described in
158 Section 3.1, or this Agreement, to be a "writing" or "in writing"; and any such Document
when containing, or to which there is applied, a Digital Signature ("Signed Documents")
160 shall be deemed for all purposes (a) to have been "signed" and (b) to constitute an
"original" when printed from electronic files or records established and maintained in the
normal course of business.

162 3.5.3 The parties agree not to contest the validity or enforceability of Signed
Documents under the provisions of any applicable law relating to whether certain
164 agreements are to be in writing or signed by the party to be bound thereby. Signed
Documents, if introduced as evidence on paper in any judicial, arbitration, mediation or
166 administrative proceedings, will be admissible as between the parties to the same extent
and under the same conditions as other business records originated and maintained in
168 documentary form. Neither party shall contest the admissibility of copies of Signed
Documents under either the business records exception to the hearsay rule or the best
170 evidence rule on the basis that the Signed Documents were not originated or maintained
in documentary form.

172 **Section 4. Miscellaneous**

174 4.1 Term. This Agreement shall be effective as of the date first set forth above and shall
remain in effect until terminated by either party with not less than 30 days prior written
176 notice specifying the effective date of termination; provided, however, that written notice
for purposes of this paragraph shall not include notice provided pursuant to an EDI
178 transaction; further provided, however, that any termination shall not affect the respective
obligations or rights of the parties arising under any Documents or otherwise under this
Agreement prior to the effective date of termination.

180 4.2 Severability. Any provision of this Agreement which is determined by any court or
regulatory body having jurisdiction over this Agreement to be invalid or unenforceable will
182 be ineffective to the extent of such determination without invalidating the remaining
provisions of this Agreement or affecting the validity or enforceability of such remaining
184 provisions.

186 4.3 Entire Agreement. This Agreement and the Exhibit(s) constitute the complete agreement
of the parties relating to the matters specified in this Agreement and supersede all prior
188 representations or agreements, whether oral or written, with respect to such matters. No
oral modification or waiver of any of the provisions of this agreement shall be binding on

190 either party. No obligation to enter into any transaction is to be implied from the
191 execution or delivery of this Agreement.

192 4.4 No Third Party Beneficiaries. This Agreement is solely for the benefit of, and shall be
193 binding solely upon, the parties, their agents and their respective successors and
194 permitted assigns. This Agreement is not intended to benefit and shall not be for the
195 benefit of any party other than the parties hereto and no other party shall have any right,
196 claim or action as a result of this Agreement.

196 4.5 **Governing Law. This Agreement shall be governed by and interpreted in
197 accordance with the laws of _____ [specify state, commonwealth,
198 province, etc.] of _____, excluding any conflict-of-law rules and
199 principles of that jurisdiction which would result in reference to the laws or law
200 rules of another jurisdiction.**

201 4.6 Force Majeure. No party shall be liable for any failure to perform its obligations in
202 connection with any transaction or any Document, where such failure results from any
203 act of God or other cause beyond such party's reasonable control (including, without
204 limitation, any mechanical, electronic or communications failure) which prevents such
205 party from transmitting or receiving any documents and which, by the exercise of due
206 diligence, such party is unable to prevent or overcome.

207 4.7 **Exclusion of Certain Damages. Neither party shall be liable to the other for any
208 special, incidental, exemplary or consequential damages arising from or as a
209 result of any delay, omission or error in the electronic transmission or receipt of
210 any Data Communications pursuant to this Agreement, even if either party has
211 been advised of the possibility of such damages and REGARDLESS OF FAULT.
212 Any limitation on direct damages to software and hardware arising from Data
213 Communications under this Agreement shall be set forth in the Exhibit(s).**

214 4.8 Notices. All notices required or permitted to be given with respect to this Agreement
215 shall be given by mailing the same postage prepaid, or given by fax or by courier, or by
216 other methods specified in the Exhibit(s) to the addressee party at such party's address
217 as set forth in the Exhibit(s). Either party may change its address for the purpose of
218 notice hereunder by giving the other party no less than five days prior written notice of
219 such new address in accordance with the preceding provisions.

220 4.9 Assignment. This Agreement may not be assigned or transferred by either party without
221 the prior written approval of the other party, which approval shall not be unreasonably
222 withheld; provided, any assignment or transfer, whether by merger or otherwise, to a

224 party's affiliate or successor in interest shall be permitted without prior consent if such
party assumes this Agreement.

226 4.10 Waivers. No forbearance by any party to require performance of any provisions of this
Agreement shall constitute or be deemed a waiver of such provision or the right
thereafter to enforce it.

228 4.11 Counterparts. This Agreement may be executed in any number of original counterparts
all of which shall constitute one and the same instrument.

230 4.12 Reference Glossary. This section lists each defined term in this Agreement and cross
references that term to its definition in the Agreement.

232	DEFINED TERM	WHERE DEFINED
	Agreement	Header
234	Data Communications	Section 1.1
	Digital Signature	Section 1.5
236	Documents	Section 1.1
	Electronic Data Interchange, EDI	Recital
238	Functional Acknowledgment	Section 2.3.1
	parties	Header
240	Provider	Section 1.2.1
	Receipt Computer	Section 2.1.2
242	Response Document	Section 2.3.4
	Signed Documents	Section 3.5.2
244	time-c	Section 2.1.1
	Uniform Resource Locator, URL	Section 2.1.2

246

248 Each party has caused this Agreement to be properly executed on its behalf as of the
date first above written.

Company Name: _____ Company Name: _____

250 By: _____ By: _____

Name: _____ Name: _____

252 Title: _____ Title: _____

254

EXHIBIT ____

ELECTRONIC DATA INTERCHANGE TRADING PARTNER AGREEMENT

256

DATED _____

TO BE EFFECTIVE _____ (date)

258

1. Contact Information:

260

Company Name: _____

Street Address: _____

262

City: _____

State/Province/Commonwealth: _____

264

Zip/Postal Code: _____

Attention [Name, Title]: _____

266

Phone: _____ Fax: _____ Email Address: _____

Legal Entity Common Code (D-U-N-S® Number): _____

268

Company Name: _____

270

Street Address: _____

City: _____

272

State/Province/Commonwealth: _____

Zip/Postal Code: _____

274

Attention [Name, Title]: _____

Phone: _____ Fax: _____ Email Address: _____

276

Legal Entity Common Code (D-U-N-S® Number): _____

278

2. Special Allocation Costs if Any: _____

280

282

® A registered trademark of Dun & Bradstreet Corporation

284

EXHIBIT ____

286

ELECTRONIC DATA INTERCHANGE TRADING PARTNER AGREEMENT

DATED _____

288

TO BE EFFECTIVE _____ (date)

290

3. Communication Specifics:

Company Name: _____

292

EDI Contact Phone Number: _____

Provider Name: _____

294

Receipt Company URL (include host name or IP address, any non standard port, directory and program name as necessary): _____

296

Basic Authentication Userid: _____

Basic Authentication Password: _____

298

HTTP to/from Tag: _____

Is the "transaction set" supported in the HTTP envelope (Yes/No)? _____

300

Company Name: _____

302

EDI Contact Phone Number: _____

Provider Name: _____

304

Receipt Company URL (include host name or IP address, any non standard port, directory and program name as necessary): _____

306

Basic Authentication Userid: _____

Basic Authentication Password: _____

308

HTTP to/from Tag: _____

Is the "transaction set" supported in the HTTP envelope (Yes/No)? _____

310

[Parties should execute a separate Exhibit for each different URL.]

320

EXHIBIT ____

ELECTRONIC DATA INTERCHANGE TRADING PARTNER AGREEMENT

322

DATED _____

TO BE EFFECTIVE _____ (date)

324

5. **Standards and Industry Guidelines:** (Specify all applicable standards, issuing organizations, and published industry guidelines.)

326

328

Selected standards include, as applicable, all data dictionaries, segment dictionaries and transmission controls referenced in those standards for the transaction(s) contained in this Exhibit(s). The mutually agreed provisions of this Exhibit(s) shall control in the event of any conflict with any listed industry guidelines.

330

332

6. **Security Procedures:** (Define security procedures, including but not limited to encryption, authentication, and PGP version.)

334

336

6.1 **Public Encryption Key Exchange Procedures:**

338

- a) Contact for public encryption key exchange (emergency and scheduled)

340

- b) Method of contact and related information (phone number and/or e-mail address)

342

- c) Chosen electronic method of key exchange

344

- d) Scheduled public encryption key exchange procedures including frequency

346

348

- e) Emergency public encryption key exchange procedures

350

- f) Verification procedures to confirm appropriate exchange of public encryption keys

352

- g) Other

354

356

EXHIBIT ____

ELECTRONIC DATA INTERCHANGE TRADING PARTNER AGREEMENT

358

DATED _____

TO BE EFFECTIVE _____ (date)

360

362 7. **Terms and Conditions:** (If no special terms and conditions have been agreed upon,
enter "None.")

364

366 8. **Data Retention:** (If no special data retention procedures have been agreed upon, enter
"None.")

368

370 9. **Limitation on Direct Damages:** (If no limitation has been agreed upon, enter "None.")

372

374 10. **Confidential Information:** (See Section 3.4 If no limitation has been agreed upon,
enter "None.")

376

378

380 The undersigned do hereby execute this Exhibit pursuant to the Agreement attached and do
hereby ratify said Agreement for all purposes set forth in this Exhibit.

382 Company Name: _____ Company Name: _____

384 By: _____ By: _____

386 Printed Name: _____ Printed Name: _____

388 Title: _____ Title: _____



Gas Industry Standards Board

1100 Louisiana, Suite 4925, Houston, Texas, 77002
 Phone - (713) 757-4175, Fax - (713) 757-2491, email gisb@aol.com
 Home Page - www.gisb.org

EXECUTIVE COMMITTEE SUBCOMMITTEES & TASK FORCES VOTING PRACTICES as of August 20, 1998

Subcommittee/Task Force	Co-Chairs	Balanced Voting	Named Members	Simple Majority
Allocation Grid Data Team	Dale Davis, Jim Buccigross			✓
ANSI Compliance Team	Bob Wallenhorst, Kim Van Pelt, Denise Breeden			✓
Business Practices Subcommittee	Norm Walker, Bob Wallenhorst, Greg Lander	✓		
Common Codes Subcommittee	Jerry Hahn, Bob Wallenhorst			✓
Contracts Subcommittee	Jim Buccigross			✓
Cross Contracts Ranking	Sylvia Munson	✓		
EBB-Internet Implementation Task Force	Carl Caldwell, Paul Keeler, Tammy Hopkins, Dona Gussow, Mike Novak	✓		
Electronic Delivery Mechanisms Subcommittee	Carl Caldwell			✓
Future Technology Task Force	Carl Caldwell, Susan Croley			✓
Imbalances Subcommittee	Jim Buccigross, Dennis LaTour	✓		
Information Requirements Subcommittee	Norm Walker, Carl Caldwell, Jim Buccigross, Theresa Hess			✓
Interpretations Subcommittee	Greg Lander		✓	
Technical Subcommittee	Bob Wallenhorst, Kim Van Pelt, Denise Breeden			✓
Title Transfer Tracking	Diane McVicker, Norm Walker, Jerry Hahn, Bill Oppenheim, Jim Buccigross	✓		
Triage	Norm Walker, Bob Wallenhorst, Greg Lander, Randy Freeman		✓	

September - Times Central

	Monday	Tuesday	Wednesday	Thursday	Friday	
Week One	August 31 <i>FTTF Meeting All Day - Calgary</i> <i>BPS 3:00 - 5:00 p.m.</i>	September 1 <i>FTTF Meeting All Day - Calgary</i>	2 <i>FTTF Meeting All Day - Calgary</i> <i>TTT Meeting All Day - Houston</i>	3 <i>TTT Meeting - morning - Houston</i> <i>EII Meeting - afternoon - Houston</i>	4 <i>EII Meeting - all day - Houston</i>	
Week Two	7 Labor Day	8 <i>Imbalances Task Force - 9:00 a.m. to noon</i>	9 <i>TTT Meeting All Day - Phoenix</i>	10 <i>TTT Meeting All Day - Phoenix</i>	11 <i>TTT Meeting All Day - Phoenix</i>	
Week Three	14 <i>BPS 3:00 - 5:00 p.m.</i>	15 <i>IR Meeting - Washington - All Day</i>	16 <i>IR Meeting - Washington - All Day</i>	17 <i>EII Meeting - all day - Washington</i>	18 <i>EII Meeting - all day - Washington</i> <i>FERC Technical Meeting - Y2K - Washington</i>	
Week Four	21 <i>BPS 3:00 - 5:00 p.m.</i>	22 <i>Technical Subcommittee - all day - Houston</i>	23 <i>Technical Subcommittee - all day - Houston</i>	24 <i>Imbalances Task Force - 9:00 a.m. to Noon</i>	25 <i>Allocation Grid Data Team - All Day - Houston</i>	
Week Five	28 <i>Annual Meeting - San Antonio - afternoon</i>	29 <i>Annual Meeting - all day - San Antonio</i>	30 <i>Annual Meeting - San Antonio - morning</i>	October 1	2	

Note : Interpretations Subcommittee Meetings will be scheduled as needed with a minimum of one week's notice. BPS meetings for September only follow a different schedule to avoid overlapping meetings.

1998

General - Times Central

1998

	Monday	Tuesday	Wednesday	Thursday	Friday	
Week One - ALL IN ONE CITY OR ON THE PHONE		<i>EII Task Force - All Day -</i>	<i>EII Task Force - All Day -</i>	<i>BPS 3:00 - 5:00 p.m.</i>		
Week Two - ALL IN ONE CITY OR ON THE PHONE	<i>Allocation Grid Data Team - All Day -</i>	<i>Technical Subcommittee - All Day -</i>	<i>Technical Subcommittee - All Day -</i>	<i>BPS 3:00 - 5:00 p.m.</i> <i>Imbalance Task Force - 9:00 a.m. to Noon</i>	<i>Future Technology Task Force - All Day -</i>	
Week Three - ALL IN ONE CITY OR ON THE PHONE	<i>Cross Contracts Ranking - All Day</i>	<i>Information Requirements - All Day</i>	<i>Information Requirements - All Day</i>	<i>EC Meeting - All Day</i>	<i>EII Meeting - All Day</i>	
Week Four - ALL IN ONE CITY OR ON THE PHONE	<i>Future Technology Task Force - All Day -</i>	<i>Future Technology Task Force - All Day -</i>		<i>BPS 3:00 - 5:00 p.m.</i> <i>Imbalance Task Force - 9:00 a.m. to Noon</i>		
Week Five - ALL IN ONE CITY OR ON THE PHONE				<i>BPS 3:00 - 5:00 p.m.</i>		

Note : Interpretations Subcommittee Meetings will be scheduled as needed with a minimum of one week's notice.

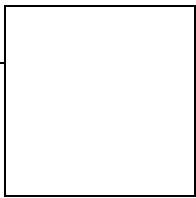


GAS INDUSTRY STANDARDS BOARD
GISB EXECUTIVE COMMITTEE MEETING
MEETING MATERIALS
OCTOBER 15, 1998

2. PROPOSED STANDARDS

- One proposed standard modification (R98021) and one set of standards and modifications for Title Transfer Tracking provided from the Title Transfer Tracking Task Force are presented here for discussion and adoption. The votes necessary for adoption are at least 17 votes in favor, with at least 2 votes in favor from each segment.
- The requests, recommended standards and comments can be accessed from the GISB home page.
- A ballot is attached which can be faxed into the GISB office if you are unable to attend the meeting on October 15. If you send in a ballot, you are voting on the recommendations from the task forces regarding the original requests, not the original requests themselves.
- The comments due on October 8 which are received by the GISB office will be posted will be provided under separate cover.
- **The Executive Committee is asked to consider the requests and proposed standards (subcommittee and task force recommendations), and comments filed for each of the above requests and vote on them at a "17 and 2" level¹**
- **The Executive Committee members who are not able to attend this meeting, and who have not asked an alternate to vote for them, are asked to complete the attached ballot and forward it to the GISB office no later than end of business October 13.**

¹The "17 and 2" level of voting is required to adopt a standard: at least 17 of the 25 Executive Committee members must vote in the affirmative, and at least two members from each segment defined for the Executive Committee must vote in the affirmative.



RECOMMENDATION TO GISB EXECUTIVE COMMITTEE

Requester: Columbia Gas Transmission

Request No.: R98021

1. Recommended Action:

- Accept as requested
- Accept as modified below
- Decline

Effect of EC Vote to Accept Recommended Action:

- Change to Existing Practice
- Status Quo

2. TYPE OF MAINTENANCE

Per Request:

- Initiation
- Modification
- Interpretation
- Withdrawal

- Principle (x.1.z)
- Definition (x.2.z)
- Business Practice Standard (x.3.z)
- Document (x.4.z)
- Data Element (x.4.z)
- Code Value (x.4.z)
- X12 Implementation Guide
- Business Process Documentation

Per Recommendation:

- Initiation
- Modification
- Interpretation
- Withdrawal

- Principle (x.1.z)
- Definition (x.2.z)
- Business Practice Standard (x.3.z)
- Document (x.4.z)
- Data Element (x.4.z)
- Code Value (x.4.z)
- X12 Implementation Guide
- Business Process Documentation

3. RECOMMENDATION

TECHNICAL CHANGE LOG (all instructions to accomplish the recommendation)

Document Name and No.: **Transportation/Sales Invoice, 3.4.1**
 Service Requester Level Charge/Allowance Invoice, 3.4.4
 Shipper Imbalance, 2.4.4

Description of Change:
G811TSIN - Transportation/Sales Invoice
Data Element Cross Reference to ASC X12:
Summary - Delete "CTT, M, Transaction Totals"
Sample ASC X12 Transaction:
Delete "CTT*1"
Decrease the SE01 count by 1
EDISIM:
Mark CTT segment as Not Used.
G811SRCA - Service Requester Level Charge/Allowance Invoice
Data Element Cross Reference to ASC X12:
Summary - Delete "CTT, M, Transaction Totals"

R98021

Gas Industry Standards Board
Request for Initiation of a GISB Standard for Electronic Business Transactions
or
Enhancement of an Existing GISB Standard for Electronic Business Transactions

Date of Request: May 21, 1998

1. Submitting Entity and Address:

Columbia Gas Transmission Corp.
1700 MacCorkle Avenue, SE
Charleston, WV 25314

2. Contact Person

Chuck Stodola, Sr. Computer Applications Analyst
Phone: 304-357-2498
Fax: 304-357-2304
e-mail: cstodola@columbiaenergy.e-mail.com

3. Description of Proposed Standard or Enhancement

Modify the implementation of the CTT segment within the Shipper Imbalance and the Transportation/Sales Invoice. In these transactions, the CTT should be the accumulation of the number of IT1 segments.

4. Use of Proposed Standard or Enhancement

This change is necessary to comply with the ANSI ASC X12 usage of the CTT segment for the 811 transaction.

5. Description of any Tangible or Intangible Benefits to the Use of Proposed Standard or Enhancement

This change will provide consistency to EDI trading partners and will eliminate X12 translation errors caused by improper use of the ANSI standards.

6. Estimate of Incremental Specific Costs to Implement Proposed Standard or Enhancement

none

7. Description of any Specific Legal or Other Considerations:

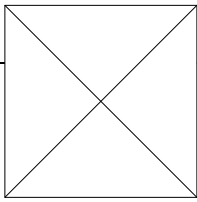
none

8. If this Proposed Standard or Enhancement is not tested yet, list the Trading Partners willing to test Standard or Enhancement?

N/A

9. If this Proposed Standard or Enhancement is in use, who are the trading partners?

Columbia Gas is trading with Enron using the ANSI defined usage for the CTT segment.



RECOMMENDATION TO GISB EXECUTIVE COMMITTEE

Requester: GISB 1998 Annual Plan

Request No.: R97019, R97043, R97049

1. Recommended Action:

- Accept as requested
- Accept as modified below
- Decline

Effect of EC Vote to Accept Recommended Action:

- Change to Existing Practice
- Status Quo

2. TYPE OF MAINTENANCE

Per Request:

- Initiation
- Modification
- Interpretation
- Withdrawal

- Principle (x.1.z)
- Definition (x.2.z)
- Business Practice Standard (x.3.z)
- Document (x.4.z)
- Data Element (x.4.z)
- Code Value (x.4.z)
- X12 Implementation Guide
- Business Process Documentation

Per Recommendation:

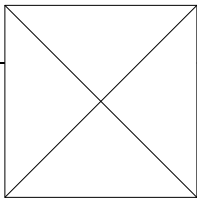
- Initiation
- Modification
- Interpretation
- Withdrawal

- Principle (x.1.z)
- Definition (x.2.z)
- Business Practice Standard (x.3.z)
- Document (x.4.z)
- Data Element (x.4.z)
- Code Value (x.4.z)
- X12 Implementation Guide
- Business Process Documentation

3. RECOMMENDATION

STANDARD LANGUAGE (for addition, modification or deletion of a principle, definition or business practice standard)

Standard No. and Language: Add additional GISB Business Practice Principals, Definitions and Standards as follows:
D1 Title is the term used to identify the ownership of gas.
D2 Title Transfer is the change of ownership of gas between parties at a location.
D3 Title Transfer Tracking is the process of accounting for the progression of ownership changes at a location from party to party not associated with transportation services.
D4 A Title Transfer Tracking Service Provider is a party conducting the title transfer tracking activity.
D5 A Third Party Account Administrator is a Title Transfer Tracking Service Provider other than the Transportation Service Provider.



RECOMMENDATION TO GISB EXECUTIVE COMMITTEE

Requester: GISB 1998 Annual Plan

Request No.: R97019, R97043, R97049

D6

An Account Holder is the party using the services of a Title Transfer Tracking Service Provider (TTTSP) under a contract or other arrangement with that TTTSP.

D7

A title transfer Nomination is a nomination line item requesting the service of Title Transfer Tracking and is sent by an Account Holder to a Title Transfer Tracking Service Provider.

S1

The Transportation Service Providers (TSP) should be responsible for ensuring that Title Transfer Tracking services are provided at all points identified by the TSP as pooling points.

S2

The Title Transfer Tracking services should be supported by means of the nominations, quick responses and scheduled quantities processes. At the Transportation Service Provider's election, the confirmation process may be utilized.

S3

Prior to a Third Party Account Administrator (3PAD) providing Title Transfer Tracking services, the 3PAD should identify itself in writing to the Transportation Service Provider.

S4

All coordination between Title Transfer Tracking Service Providers (TTTSPs) and Transportation service Provider (TSPs) should be performed under a contract between these parties. Where the TSP is also a TTTSP on its system, tariff provisions (terms, conditions and rates) or general terms and conditions of the TSP, may take the place of a contract.

S5

Upon reasonable request of the Third Party Account Administrator (3PAD), Transportation Service Providers should provide the 3PAD with one of the following for conducting title transfer tracking (TTT) activity:

- 1) location code(s);
- 2) contract identifier(s) used in the exchange of transactional data; or
- 3) both one and two above.

In any event TTT activity is always performed at a location.

S6

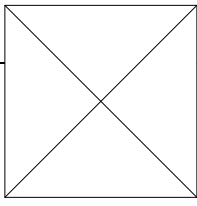
All Title Transfer Tracking (TTT) services should be performed under a contract between the Account Holder and their Title Transfer Tracking Service Provider (TTTSP). All TTTSPs should offer their TTT services on a not unduly discriminatory basis.

S7

A Transportation Service Provider (TSP) should conduct business with any Title Transfer Tracking Service Provider (TTTSP) that operates in accordance with those GISB standards applicable to Title Transfer Tracking (TTT) and that performs according to the applicable contract between the TTTSP and the TSP. A TTTSP may perform the TTT service for its affiliates so long as it performs TTT service for non-affiliated parties as well.

S8

Title Transfer Tracking should use existing applicable datasets when interacting with all parties.



RECOMMENDATION TO GISB EXECUTIVE COMMITTEE

Requester: GISB 1998 Annual Plan

Request No.: R97019, R97043, R97049

S9

A Transportation Service Provider (TSP) may operate in a manner that allocated quantities will equal scheduled quantities for gas quantities into and out of a Title Transfer Tracking Service Provider (TTTSP) from or to a pool(s).. If a TSP operates in such a manner, then the TSP should not be required to accept Pre-determined Allocations (PDAs) for those transactions nor separately provide, or transmit, Allocations to parties to such transactions.

Where the allocated quantities with respect to a TTTSP are different than the scheduled quantities provided by the TSP to the TTTSP, for the same period, then the TSP should provide to the TTTSP Allocations for the quantities into the TTTSP. In addition, the TSP should either accept:

- (a) Allocations from the TTTSP, or,
- (b) PDAs from the TTTSP.

Such information should be delineated at the level of the nomination line items provided by the TTTSP to the TSP for the purpose of allocating quantities out of the TTTSP.

S10

Title transfers can occur regardless of the service class of any related transportation.

S11

Absent ranking information provided by the Third Party Account Administrator and absent a contrary mutual agreement to proceed otherwise, where transactions related to Third Party Account Administrator (3PAD) activities are not balanced at the end of any confirmation cycle, transactions entering the 3PAD (receipt) or leaving the 3PAD (delivery), whichever is higher, should be reduced prorata to match the total of the transactions on the other side of the 3PAD.

S12

Where a Transportation Service Provider (TSP) has decided to offer Title Transfer Tracking (TTT) service by means of an arrangement (including an agreement) with a party which will act as the TSP's designated party, and regardless of communication methodology between Account Holders and such designated party, the TSP should, upon request, identify the Title Transfer Tracking Service Provider(s) (TTTSPs) at a location which have established active TTT arrangements with the TSP. The relevant information to be provided should include the name of each TTTSP, the ID code for each TTTSP used by the TSP, the contract number for each TTTSP assigned by the TSP (where applicable), the location code(s) for each TTTSP assigned by the TSP (where applicable), and the location code(s) nominatable to the TSP for transportation service to or from the location associated with each TTTSP.

S13

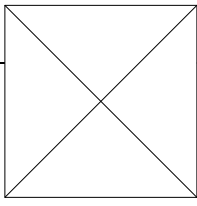
A party to a transaction should nominate, or otherwise communicate, the identity of their transaction counterparty along with the applicable, associated nominations-related information to the appropriate Confirming Party or Title Transfer Tracking Service Provider (TTTSP), in a mutually agreeable manner. Failure to so act can result in the failure of the subject transaction to be scheduled. A Confirming Party may communicate with its party and/or the counterparty as to the existence and nature of a failure to communicate a transaction on the part of the applicable party. A TTTSP may communicate with its Account Holder(s) (AHs) and/or its AH(s)' counterparty(ies) as to the existence and nature of a failure to communicate a transaction on the part of the applicable party.

S14

All references to the sending or receiving of transmittals by a party are intended to include the sending of receiving or such transmittals by such party's authorized agent.

S15

At locations where an OBA is in effect and where Title Transfer Tracking (TTT) services do not exist at this location (logical or physical), Transportation Service Providers (TSPs) should, upon request establish pooling points at, or with respect to, these locations for the purpose of enabling TTT activity not related to transportation.



RECOMMENDATION TO GISB EXECUTIVE COMMITTEE

Requester: GISB 1998 Annual Plan

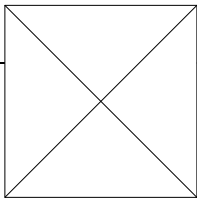
Request No.: R97019, R97043, R97049

S16

When a reduction on a party's delivery side occurs at a location, and the Transportation Service Provider (TSP) does not keep the party whole, the TSP should pass the reduction to the appropriately ranked receipt transaction. When a reduction on a party's receipt side occurs at a location, and the TSP does not keep the party whole, the TSP should pass the reduction to the appropriately ranked delivery transaction.

S17

Where a Transportation Service Provider (TSP) determines to employ the confirmation process in its interactions with a Title Transfer Tracking Service Provider (TTTSP) including a TTTSP acting as the TSP's agent, if any, then the TSP should also offer to employ with other TTTSPs, and may at its discretion require that other TTTSPs employ the confirmation process in addition to the nomination on behalf of process for the purpose of coordinating activities at the TSP's locations with respect to Title Transfer Tracking.



RECOMMENDATION TO GISB EXECUTIVE COMMITTEE

Requester: GISB 1998 Annual Plan

Request No.: R97019, R97043, R97049

Standard No. and Language: Modify GISB Standard Number 1.3.2 as red-lined below:

1.3.2 All Transportation Service Providers (TSPs) should support the following standard nomination cycles:

(i) The Timely Nomination Cycle: 11:30 am for nominations leaving control of the nominating party; 11:45 am for receipt of nominations by the transporter (except for TTTSPs which is 11:50 am); noon to send Quick Response (except for TTTSPs which is 12:05 pm); 3:30 pm for receipt of completed confirmations by transporter from upstream and downstream connected parties; 4:15 pm for scheduled quantities leaving control of the TSP; 4:30 pm for receipt of scheduled quantities by shipper and point operator (central clock time on the day prior to flow).

(ii) The Evening Nomination Cycle: 6:00 pm for nominations leaving control of the nominating party; 6:15 pm for receipt of nominations by the transporter (except for TTTSPs which is 6:20 pm); 6:30 pm to send Quick Response (except for TTTSPs which is 6:35 pm); 9:00 pm for receipt of completed confirmations by transporter from upstream and downstream connected parties; 9:45 pm for scheduled quantities leaving control of the TSP; 10:00 pm for Transportation Service Provider to provide scheduled quantities to affected shippers and point operators, and to provide scheduled quantities to bumped parties (notice to bumped parties), (central clock time on the day prior to flow).

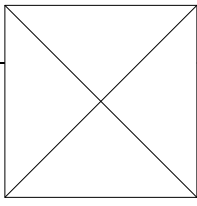
Scheduled quantities resulting from an Evening Nomination that does not cause another Service Requester on the subject Transportation Service Provider to receive notice that it is being bumped should be effective at 9:00 a.m. on gas day; and when an Evening Nomination causes another Service Requester on the subject Transportation Service Provider to receive notice that it is being bumped, the scheduled quantities should be effective at 9:00 a.m. on gas day.

(iii) The Intraday 1 Nomination Cycle: 10:00 am for nominations leaving control of the nominating party; 10:15 am for receipt of nominations by the transporter (except for TTTSPs which is 10:20 am); 10:30 am to send Quick Response (except for TTTSPs which is 10:35 am); 1:00 pm for receipt of completed confirmations by transporter from upstream and downstream connected parties; 1:45 pm for scheduled quantities leaving control of the TSP; 2:00 pm for Transportation Service Provider to provide scheduled quantities to affected shippers and point operators, and to provide scheduled quantities to bumped parties (notice to bumped parties), (central clock time on the gas day). Scheduled quantities resulting from Intraday 1 Nominations should be effective at 5:00 pm on gas day.

(iv) The Intraday 2 Nomination Cycle: 5:00 pm for nominations leaving control of the nominating party; 5:15 pm for receipt of nominations by the transporter (except for TTTSPs which is 5:20 pm); 5:30 pm to send Quick Response (except for TTTSPs which is 5:35 pm); 8:00 pm for receipt of completed confirmations by transporter from upstream and downstream connected parties; 8:45 pm for scheduled quantities leaving control of the TSP; 9:00 pm for Transportation Service Provider to provide scheduled quantities to affected shippers and point operators (central clock time on the gas day). Scheduled quantities resulting from Intraday 2 Nominations should be effective at 9:00 pm. on gas day. Bumping is not allowed during the Intraday 2 Nomination Cycle.

(v) For purposes of 1.3.2 ii, iii, and iv, "provide" shall mean, for transmittals pursuant to standards 1.4.x, receipt at the designated site, and for purposes of other forms of transmittal, it shall mean send or post.

(vi) Model:



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In addition, the following instructions would be sent to the Information Requirements Subcommittee for implementation of the Title Transfer Tracking standards:

IR Instructions Appendix

Instructions to IR for the Technical Implementation of Business Process - Other language may *also* appear but would not contradict the diagrams

The Title Transfer Tracking Timing and Information Flow Diagram (the TTT TIF Diagram Part 1) represents the movement of information between parties with respect to processing (from nomination through scheduled quantity) a given Title Transfer Tracking transaction.

Some of the lines are transmittals of information between parties. Some of the lines identified represent the Transportation Service Provider's internal processes. Some of the lines identified represent the Third Party Account Administrator's internal processes. Processes where information is compared with other information or otherwise processed in order to generate a transmittal are identified by boxes labeled with numbers.

[Attachment 1 - TTT TIF Diagram Part 1 Here]

In the TTT TIF Diagram Part 1, each box represents processes performed by the entity listed below:

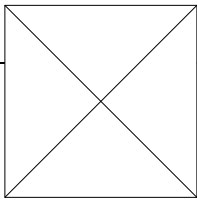
- Box 1: Third Party Account Administrator
- Box 2: Transportation Service Provider performing TTT services as well as transportation
- Box 3: Transportation Service Provider
- Box 5: Welded Operator or TSP2
- Box 6: Transportation Service Provider
- Box 7: Transportation Service Provider

In the TTT TIF Diagram Part 1, each line represents transmittal of the transaction listed below:

- Line A: Title Transfer Nomination (to a TTSP)
- Line B: Transportation Nomination (to TSP)
- Line M: Operator Scheduled Quantity (from TSP to 3PAD)
- Line N: scheduled quantity information (from TSP/WOPR to SR)
- Line O: Operator Scheduled Quantity (from TSP to WOPR)
- Line P: scheduled quantity information (from TTTSP to AH)
- Line Q: Title Transfer Coordination Nomination on behalf of AH (from 3PAD to TSP)
- Line R: Title Transfer Coordination Nomination Quick Response to nomination(s) on behalf of AHs (from TSP to 3PAD)
- Line S: title transfer nomination quick response information (from TTTSP to AH)
- Line T: nomination quick response information (from TSP to SR)
- Line V: Title Transfer Validation Response (from TSP to 3PAD and 3PAD to 3PAD)
- Line W: Title Transfer Validation Response Quick Response (from 3PAD to TSP and 3PAD to 3PAD)
- Line X: Request for Confirmation (between TSP and TSP/WOPR)
- Line Y: Confirmation Response or unsolicited Confirmation Response (between TSP/WOPR and TSP)
- Line Z: Confirmation Response Quick Response (between TSP and TSP/WOPR)

In the TTT TIF Diagram Part 1, the lines E, F, G, H, I, J, K, L represent the TSP's internal processes.

In the TTT TIF Diagram Part 1, the lines C and U represent the 3PAD's internal processes.



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[Attachment 2 - TTT TIF Diagram Part 2 Here]

The TTT TIF Diagram Part 2 represents an example of multiple 3PADs at a location as well as an example of communications occurring in conjunction with a nominations deadline. It also represents an example of communications between a 3PAD and two TSPs when the location is an interconnect between the two TSPs (i.e., TSP₁ and TSP₂) and there are transactions involving the 3PAD's AHs receiving or delivering to parties associated with both TSPs.

In the TTT TIF Diagram Part 2, each box represents processes performed by the entity listed below:

- Box 1: Third Party Account Administrator (3PAD₁)
- Box 3: Transportation Service Provider
- Box 8: Third Party Account Administrator (3PAD₂)
- Box 10: Transportation Service Provider (TSP₂)
- Box 11: Third Party Account Administrator (3PAD₃)
- Box 12: Third Party Account Administrator (3PAD₄)

In the TTT TIF Diagram Part 2, each line represents transmittal of the transaction listed below:

- Line D: Title Transfer Request for Validation (from to 3PAD)
- Line Q: Title Transfer Coordination Nomination on behalf of AH (from 3PAD to TSP)
- Line R: Title Transfer Coordination Nomination Quick Response to nomination(s) on behalf of AHs (from TSP to 3PAD)
- Line V: Title Transfer Validation Response (from 3PAD to 3PAD)
- Line W: Title Transfer Validation Response Quick Response (from 3PAD to 3PAD)

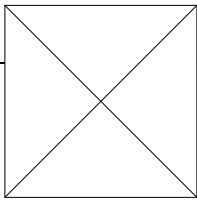
In the TTT TIF Diagram Part 2, the line C represents the 3PAD's internal processes.

[Attachment 3 - TTT TIF Diagram Part 3 Here]

The TTT TIF Diagram Part 3 represents an example of multiple 3PADs at a location as well as an example of communications occurring in conjunction with the confirmations process. It also represents an example of communications between a 3PAD and two TSPs when the location is an interconnect between the two TSPs (i.e., TSP₁ and TSP₂) and there are transactions involving the 3PAD's AHs receiving or delivering to parties associated with both TSPs.

In the TTT TIF Diagram Part 3, each box represents processes performed by the entity listed below:

- Box 0: A Transportation Service Provider (TSP* - i.e., any TSP notifying 3PAD₁ of a change, or being notified of a change by 3PAD₁) or a Third Party Account Administrator (3PAD* - i.e., any 3PAD notifying 3PAD₁ of a change, or being notified of a change by 3PAD₁)
- Box 1: Third Party Account Administrator (3PAD₁)
- Box 8: Third Party Account Administrator (3PAD₂)
- Box 9: Transportation Service Provider (TSP* - i.e., a TSP affected by information received by 3PAD₂)
- Box 10: Transportation Service Provider (TSP₂) affected by information received by 3PAD₁)
- Box 11: Third Party Account Administrator (3PAD₃)
- Box 12: Third Party Account Administrator (3PAD₄)



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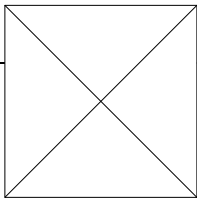
In the TTT TIF Diagram Part 3, each line represents transmittal of the transaction listed below:

Line D: Title Transfer Request for Validation (from 3PAD to 3PAD, or from 3PAD to TSP)

Line V: Title Transfer Validation Response (from 3PAD to 3PAD, or from TSP* and/or TSP₂ to 3PAD₁)
or an unsolicited Title Transfer Validation Response (from TSP* to 3PAD₁)

Line W: Title Transfer Validation Response Quick Response (from 3PAD to 3PAD or from 3PAD to TSP)

- a) Where a TSP requires the receipt of a line “Q” transmittal from the 3PAD, the line “Q” transmittal from Box 1 to Box 3 should be received at the TSP’s designated site within twenty (20) minutes of the nomination deadline.
- b) Where a line “Q” transmittal has been required by a TSP, the line “R” transmittal from Box 3 to Box 1 should be received at the 3PAD’S designated site within fifteen (15) minutes of the deadline for such Title Transfer Coordination Nominations being received at the TSP’s designated site (consistent with GISB Standard 1.3.37).
- c) The line “F” between Box 3 and Box 4 represents the case where a mismatch has been identified by the TSP with respect to those transactions nominated to the TSP by its SRs (and/or AHs) as entering or leaving the 3PAD from or to (respectively) the TSP at locations other than pooling points, and, those transactions sent by the 3PAD to the TSP in line “Q”, and whereupon, the TSP should promptly begin another exchange of information with the 3PAD. This exchange of information is identified as being between Box 4 and Box 1 and should be comprised of (in order) the information to be exchanged in lines V, W, D, V, and W.
- d) The line “U” between Box 1 (Process Nominations) and Box 1 (Resolve Mismatches) represents the case where a 3PAD initially, or upon detecting a difference between information last communicated to the TSP with respect to locations other than pooling points and the information that is currently effective with respect to locations other than pooling points, initiates an exchange of information with the TSP and with any applicable 3PADs. This exchange of information with respect to the TSP is identified as being between Box 1 (Resolve Mismatches) and Box 3 (Resolve TTT Data Mismatches) and should be comprised of (in order) the information to be exchanged in lines D, V and W. Where there is another 3PAD involved, the exchange of information with respect to any such 3PAD is identified in Part 3 of the TTT TIF Diagram as being between Box 1 and Box 8, and/or between Box 1 and Box 11, and/or between Box 1 and Box 12, and where such communication is applicable, it should be comprised of (in order) the information to be exchanged in lines D, V and W. Where there is another TSP involved the exchange of information with respect to any such 3PAD is identified in Part 3 of the TTT TIF Diagram as being between Box 1 and Box 10, and where such communication is applicable, it should be comprised of (in order) the information to be exchanged in lines D, V and W.
- e) With respect to locations other than pooling points, for any nomination deadline, an initial line “D” transmittal between Box 1 and Box 4 should be received at the TSP’s designated site within one half hour (30 minutes) of the line “Q” transmittal. In addition, a line “D” transmittal between Box 1 and Box 4 should be received at the TSP’s designated site within one half hour of the receipt of the first line “V” transmittal between Box 4 and Box 1. This first line “V” transmittal should identify that it is the result of a mismatch and should identify the mismatched line item(s). Subsequent line “V” transmittals within the same nominations processing cycle should be received at the 3PAD’s designated site within one half hour (30 minutes) of the receipt of the line “D” transmittal. In addition, the line “W” transmittals between Boxes 1 and 4 should be received at the TSP’s designated site within fifteen (15) minutes of receipt at the 3PAD’s designated site of the transmittal to which the line “W” transmittal responds.

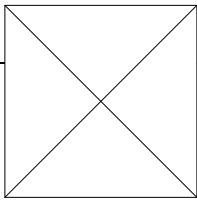


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- f) With respect to locations other than pooling points, where a line “D” transmittal is the next communication between the 3PAD and the TSP after a line “Q” or line “R” transmittal (i.e., there has been no line “V” transmittal), the line “D” transmittal may not increase quantities for any AH nor may an AH not previously identified in the line “Q” transmittal be identified in the subject line “D” transmittal.
- g) With respect to locations other than pooling points, where a line “D” transmittal is the next communication between the 3PAD and the TSP after a line “V” or line “W” transmittal, the line “D” transmittal may not increase quantities for any AH nor may an AH not previously identified in the line “V” transmittal be identified in the subject line “D” transmittal.
- h) The line “T” between Box 6 (Compare Flow Data for Mismatches) and Box 6 (Resolve Flow Data for Mismatches) represents the case where a mis-match has been identified with respect to those transactions nominated to the TSP by its SRs (and/or AHs) as entering or leaving the TSP/WOPR from or to (respectively) the TSP, and, those transactions identified by the TSP/WOPR to the TSP in a line “Y” transmittal (or line “X” transmittal, as applicable); and whereupon, in cases where the TSP determines there is sufficient time to conduct another exchange of information, the TSP should promptly begin another exchange of information with the TSP/WOPR . This exchange of information is identified as being between Box 6 and Box 5 and should be comprised respectively of the information to be exchanged in lines X, Y, and Z.
- i) With respect to locations other than pooling points, where the results of the comparison of information presented as the transmittals between Box 6 and Box 5 cause a reduction to a quantity identified by the TSP to a 3PAD in the TSP’s most recent corresponding line “V” transmittal (line “J” exemplifies this occurrence), the TSP should promptly begin another exchange of information with the 3PAD. This exchange of information is identified as being between Box 4 and Box 1 and should be comprised of (in order) the information to be exchanged in lines V, W, D, V, and W.
- j) The line “X” transmittal between Box 6 (Compare Flow Data for Mismatches) and Box 5 (Initiate Confirmation) should be received at the applicable party’s designated site no less than two hours prior to the end of the confirmation process (the time for receipt of completed confirmations), except where the TSP performs capacity allocations before initiating confirmations; in which case, the line “X” transmittal should be received at the applicable party’s designated site within two hours of the nomination deadline. The line “Y” transmittal between Box 6 and Box 5 should be received at the applicable party’s designated site within one half hour (30 minutes) of the receipt of the line “X” transmittal . The line “Z” transmittal should be received at the applicable party’s designated site within fifteen (15) minutes of receipt at the sender’s designated site of the transmittal to which line “Z” transmittal responds.
- k) At the time of any line “D” transmittal between Box 1 and Box 4, the information in the transmittal as to the total quantities into and total quantities out of the 3PAD from and to the TSP respectively should be equal to one another.
- l) At the time of any line “X” transmittal exchanged between a TSP and a TSP/WOPR, the information in the transmittal as to the total quantities into and total quantities out of the TSP/WOPR from and to the TSP, respectively, should reflect the processing of 3PAD provided information as to activity on the TSP side of the interconnect, including the transactions between 3PADs across the interconnect (where applicable).
- m) At the time of any line “Y” transmittal exchanged between a TSP and a TSP/WOPR, the information in the transmittal as to the total quantities into and total quantities out of the TSP/WOPR from and to the TSP, respectively, should reflect the processing of 3PAD provided information as to activity on the TSP side of the interconnect, including the transactions between 3PADs across the interconnect (where applicable).



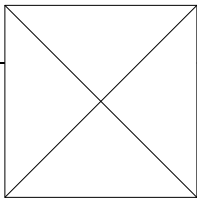
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- n) At the time of any line “V” transmittal sent by a TSP to a 3PAD, the information in the transmittal should identify all transactions into and out of the 3PAD, as known to the TSP, inclusive of changes to reflect the TSP’s application of the lesser of rule.
- o) In cases where the 3PAD and the TSP communicate (i.e., between Box 1 and Box 3 or between Box 1 and Box 4) transactions, where a comparison is made between received transactions and currently effective transactions, and where a missing transaction is identified (i.e., the receiver does not have a corresponding nomination), then the missing transaction is considered a mismatch and should be communicated back to the sender as a zero (0) quantity line item.
- p) With respect to locations other than pooling points, as depicted in the TTT TIF Diagram Part 3, the line “V” transmittal between Box 0 and Box 1 should cause the receiving 3PAD to initiate communications with all other 3PADs with which it communicated (sent or received) a line “D” transmittal with respect to that location during the subject nomination cycle. This exchange of information with other 3PADs is identified in Part 3 of the TTT TIF Diagram as being those between Box 1 and Box 11, Box 1 and Box 12, and Box 1 and Box 8 and should be comprised of (in order) the information to be exchanged in lines D, V, and W. These 3PAD to 3PAD exchanges should be initiated promptly upon the receipt of a line “V” transmittal and should be completed and processed (i.e., receipt of a line “V” transmittal in response to a line “D” transmittal within twenty (20) minutes of receipt of the line “D” transmittal. Any 3PAD receiving a line “V” transmittal from a TSP should respond to that TSP with a line “D” transmittal within one half hour (30 minutes).
- q) With respect to locations other than pooling points, as depicted in the TTT TIF Diagram Part 3, the line “D” transmittal between Box 0 and Box 1 (Resolve Mismatches) should cause the receiving 3PAD to initiate communications with all other 3PADs with which it communicated (sent or received) a line “D” transmittal with respect to a location during the subject nomination cycle. This exchange of information with other 3PADs is identified in Part 3 of the TTT TIF Diagram as being those between Box 1 and Box 11, Box 1 and Box 12, and Box 1 and Box 8 and should be comprised of (in order) the information to be exchanged in lines D, V, and W. These 3PAD to 3PAD exchanges should be initiated promptly upon the receipt of a line “D” transmittal and should be completed and processed (i.e., receipt of a line “V” transmittal in response to a line “D” transmittal) within twenty (20) minutes of receipt of the line “D” transmittal. Any 3PAD receiving and processing such line “D” transmittal and detecting a difference between information last communicated to a TSP and that information currently effective should, within ten (10) minutes, initiate an exchange of information with that TSP. This exchange of information with the TSP is identified as being between Box 1 and Box 10 and Box 8 and Box 9 and should be comprised of the information to be exchanged in line D. In the cases where there is sufficient time, a subsequent line “V” transmittal from the TSP and line “W” transmittal from the 3PAD should occur.
- r) With respect to locations other than pooling points, as depicted in the TTT TIF Diagram Parts 1 and 2, the line “C” between Box 1 (Process Incoming Nominations) and Box 1 (Compare TTT Data for Mismatches) represents the case where a 3PAD has received nominations from their AHs and this should cause them to initiate communications with all other 3PADs to or from whom their AHs are receiving/delivering transfers via a line “D” transmittal. This line “D” transmittal should be received at the applicable 3PAD’s designated site within one half hour (30 minutes) of the nomination deadline. With respect to locations other than pooling points, and with regard to the TTT TIF Diagram Part 2, this exchange of information with other 3PADs is identified as being between Box 1 and Box 8, Box 1 and Box 12, and Box 1 and Box 11 and should be comprised of (in order) the information to be exchanged in lines D, V, and W.

Likewise, and with respect to locations other than pooling points, those 3PADs receiving nominations from their AHs should initiate communications with the TSP at the location with which they are associated and all TSPs to or from whom their AHs are receiving/delivering transfers via a line “D” transmittal. This line “D” transmittal should be received at the applicable TSP’s designated site within one half hour (30 minutes) of the



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nomination deadline. This exchange of information with the TSPs is identified in both Parts 1 and 3 of the TTT TIF Diagram as being between Box 1 (Process Nominations) and Box 3 (Compare TTT Data for Mismatches) and is also identified in Part 3 of the TTT TIF Diagram as being between Box 1 (Process Nominations) and Box 10 (Compare TT Data for Mismatches) and in all cases should be comprised of a line "Q" transmittal and responded to with a line "R" transmittal.

- s) With respect to locations other than pooling points, and in the event a Transportation Service Provider (TSP) has either: a) received no communication from the Third Party Account Administrator (3PAD) in response to a line "V" transmittal; or, b) determined there was not sufficient time prior to the completion of the confirmation process to conduct another exchange of information to resolve mismatches with respect to transactions into or out of that 3PAD, then with respect to generating scheduled quantities to be sent to that 3PAD, the TSP may, absent mutual agreement between the TSP and that 3PAD to the contrary, cause the transactions for which information is not available from the 3PAD to be appropriately reduced and then should apply GISB Standard [S27] and the resulting information should be communicated to the affected parties, including the 3PAD, via line "M", "N", "O", and "P" transmittals, as applicable.

The following previously proposed standards are now included in the Instructions to IR to "clean up" and add the following concepts to the relevant Technical Implementation of Business Process:

D8

A Title Transfer Nomination Quick Response is a quick response providing data validation of a Title Transfer Nomination(s), for a service request received by a Title Transfer Tracking Service Provider (TTTSP). The Title Transfer Nomination Quick Response is sent by the TTTSP to the Account Holder which requested the service.

D9

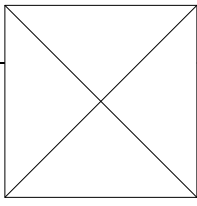
A Title Transfer Request for Validation is a request for validation by a Third Party Account Administrator (3PAD) of a Title Transfer Nomination(s) received by that 3PAD. The Title Transfer Request for Validation is sent by the 3PAD to the Transportation Service Provider (TSP) with respect to those nomination(s) received by the 3PAD which pertain to activities entering or leaving the 3PAD at a location(s) on the TSP other than a pooling point. The Title Transfer Request for Validation is also sent by the 3PAD to another 3PAD at a location on the TSP other than a pooling point, when a Title Transfer Nomination received by the Title Transfer Request for Validation-sending 3PAD pertains to activities at same location (i.e., other than a pooling point location) and which are entering (or leaving) the sending 3PAD from (or to) the Title Transfer Request for Validation-receiving 3PAD.

D11

A Title Transfer Validation Response is a validation response concerning the Title Transfer Tracking (TTT) transactions for quantities entering and leaving the Third Party Account Administrator (3PAD), at location(s) other than pooling points. The Title Transfer Validation Response is sent in response to a title transfer request for validation or may be sent as an unsolicited transaction. The Title Transfer Validation Response is sent by the TSP to the 3PAD and includes all transactions identified to the TSP as entering and/or leaving the 3PAD at location(s) other than pooling points. The Title Transfer Validation Response is also sent by the 3PAD to a Title Transfer Request for Validation-sending 3PAD and includes all transactions identified to the Title Transfer Validation Response-sending 3PAD as entering from (and/or leaving to) the Title Transfer Validation Response-receiving 3PAD at the same location(s) (i.e., at locations other than pooling points).

D12

A Title Transfer Validation Response Quick Response is a quick response providing data validation for a Title Transfer Tracking Validation Response. The Title Transfer Validation Response Quick Response is sent by the Third Party Account Administrator to the party sending it the Title Transfer Validation Response.



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D13

A Title Transfer Coordination Nomination is a nomination line item providing data to a Transportation Service Provider (TSP) with respect to a Title Transfer Nomination received by a Third Party Account Administrator (3PAD). The Title Transfer Coordination Nomination is sent by the 3PAD to the TSP on behalf of the 3PAD's Account Holder(s) (AH(s)) and contains information with respect to the Title Transfer transaction requested by that AH(s) of the 3PAD. Title Transfer Coordination Nominations are sent to TSPs for only those transactions which involve gas transferred, at the location into the 3PAD to (or at the location out of the 3PAD from) the AH(s). Information with respect to Title Transfer Tracking transactions between AH(s) of the 3PAD is not to be provided in a Title Transfer Coordination Nomination.

D14

A Title Transfer Coordination Nomination Quick Response is a quick response providing data validation of a Title Transfer Coordination Nomination(s), in response to a coordination request received by a Transportation Service Provider (TSP) from a Third Party Account Administrator (3PAD) with respect to a Title Transfer transaction requested by an Account Holder(s) (AH(s)) of the 3PAD involving gas transferred, at the location into the 3PAD to (or at the location out of the 3PAD from) the AH(s).

S25

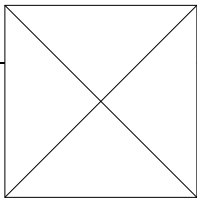
With respect to locations other than pooling points, where a transaction involves the transfer between an Account Holder (AH) in one Third Party Account Administrator (3PAD) and an AH in another 3PAD, each 3PAD should send a nomination to its respective Transportation Service Provider (TSP) or Welded Operator (WOPR), with whom the 3PAD has a contract, on behalf of the 3PAD(s)' respective AHs, identifying the AH's transaction(s) and delineating it/them at a level of detail no less detailed than the 3PAD1 - AH1 to 3PAD2 - AH2 level. Where a transaction involves the transfer between an AH in a 3PAD and an AH or Service Requester (SR) on that TSP/WOPR or on a TSP/WOPR other than the TSP/WOPR at the location, with which the 3PAD has a contract, the 3PAD should send a nomination to both the TSPs/WOPRs on behalf of their AHs identifying the AH's transaction(s) and delineating it/them at a level of detail no less detailed than the 3PAD - AH to TSP/WOPR - AH/SR level.

S38 (partial)

An Account Holder (AH) may nominate to their Title Transfer Tracking Service Provider (TTTSP) to place gas into such pooling point. Such nomination, once made to the TSP by the TTTSP on behalf of its AH, should be sufficient to cause such gas to be considered delivered to the pooling point. As the pooling point is at the TSP/WOPR location there should be no transportation needed to get gas into the TSP's pooling point location from the WOPR's point at the location nor should transportation be needed to get gas transferred between AHs (or 3PADs on behalf of their AHs) at the location. For a quantity of gas to leave the location (transferred out) and be delivered at a different TSP location, a TSP may require that a transportation nomination corresponding to such quantity and TSP location(s) be made by a Service Requester.

S39 (partial)

When determining the extent to which those quantities nominated by (or on behalf of) one Account Holder₁/Service Requester₁'s (AH₁/SR₁'s) to an Account Holder₂/Service Requester₂ (AH₂/SR₂) out of a pooling point match those quantities nominated by (or on behalf of) such AH₂/SR₂ out of the same point from AH₁/SR₁, the Transportation Service Provider should compare quantities aggregated at the AH₁/SR₁ - AH₂/SR₂ level. When the quantities do not match at this level and this results in a reduction in: a) such AH₁/SR₁'s delivery quantity to AH₂/SR₂ (because their AH₂/SR₂ counterparty nominated less receipts), then: 1) the lowest ranked delivery(ies) for such AH₁/SR₁ to AH₂/SR₂ should be reduced, and, 2) AH₁/SR₁'s corresponding receipt quantity(ies) should also be reduced commensurably; and when, b) such activity results in a reduction in an AH₁/SR₁'s receipt quantity from AH₂/SR₂ (because their AH₂/SR₂ counterparty nominated less deliveries), then: 1) the lowest ranked receipt(s) of



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such AH₁/SR₁ from AH₂/SR₂ should be reduced, and, 2) AH₁/SR₁'s corresponding delivery quantity(ies) should also be reduced commensurably.

4. SUPPORTING DOCUMENTATION

a. Description of Request:

GISB 1998 Annual Plan, Item 6. Completion of Title Transfer Tracking effort.

b. Description of Recommendation:

Title Transfer Tracking Pilot Testing Task Force - September 10, 1998

Motion: Take a sense of the room between The Modified Transfer Model and the Modified Alternate Proposal to decide which model we will go forward with and which model's will be cleaned up tomorrow. Voting results were as follows (balanced):

Motion:	Transfer	Alternate	Total	Balancing Determinant	Balanced Transfer	Balanced Alternate	Balanced Total
End Users	3	0	3	3	2.00	0.00	2
LDCs	0	0	0	0	0.00	0.00	0
Services	5	1	6	2	1.67	0.33	2
Producers	2	0	2	2	2.00	0.00	2
Pipelines	0	13	13	2	0.00	2.00	2
	10	14	24	8	5.6667	2.3333	8

Title Transfer Tracking Pilot Testing Task Force - September 11, 1998

Motion: Greg Lander made the motion to adopt the proposed recommendation with the above amendments to the proposed standards. Seconded by Donna Scott.

Discussion:

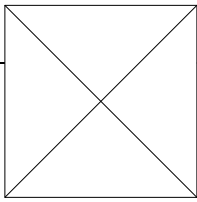
Will the instructions to IR be included in the recommendation?

Will the diagrams from previous meetings be included in the recommendation?

Mr. Lander amended his motion to include the instructions to Information Requirements with the proposed recommendation to the EC. Within instructions to IR, add diagrams Part 1, dated 7/31/98; Part 2 dated 8/5/98; Part 3 dated 9/3/98 into the recommendation.

Voting results were as follows (balanced):

Motion:	For	Against	Total	Balancing Determinant	Balanced For	Balanced Against	Balanced Total
End Users	3	0	3	2	2.00	0.00	2
LDCs	0	0	0	0	0.00	0.00	0
Services	4	0	4	2	2.00	0.00	2
Producers	2	0	2	2	2.00	0.00	2



RECOMMENDATION TO GISB EXECUTIVE COMMITTEE

Requester: GISB 1998 Annual Plan

Request No.: R97019, R97043, R97049

Pipelines	0	0	0	0	0.00	0.00	0
	9	0	9	6	6.0000	0.0000	6

c. Business Purpose:

Reference Annual Plan

d. Commentary/Rationale of Subcommittee(s)/Task Force(s):

Reference applicable minutes of the task force

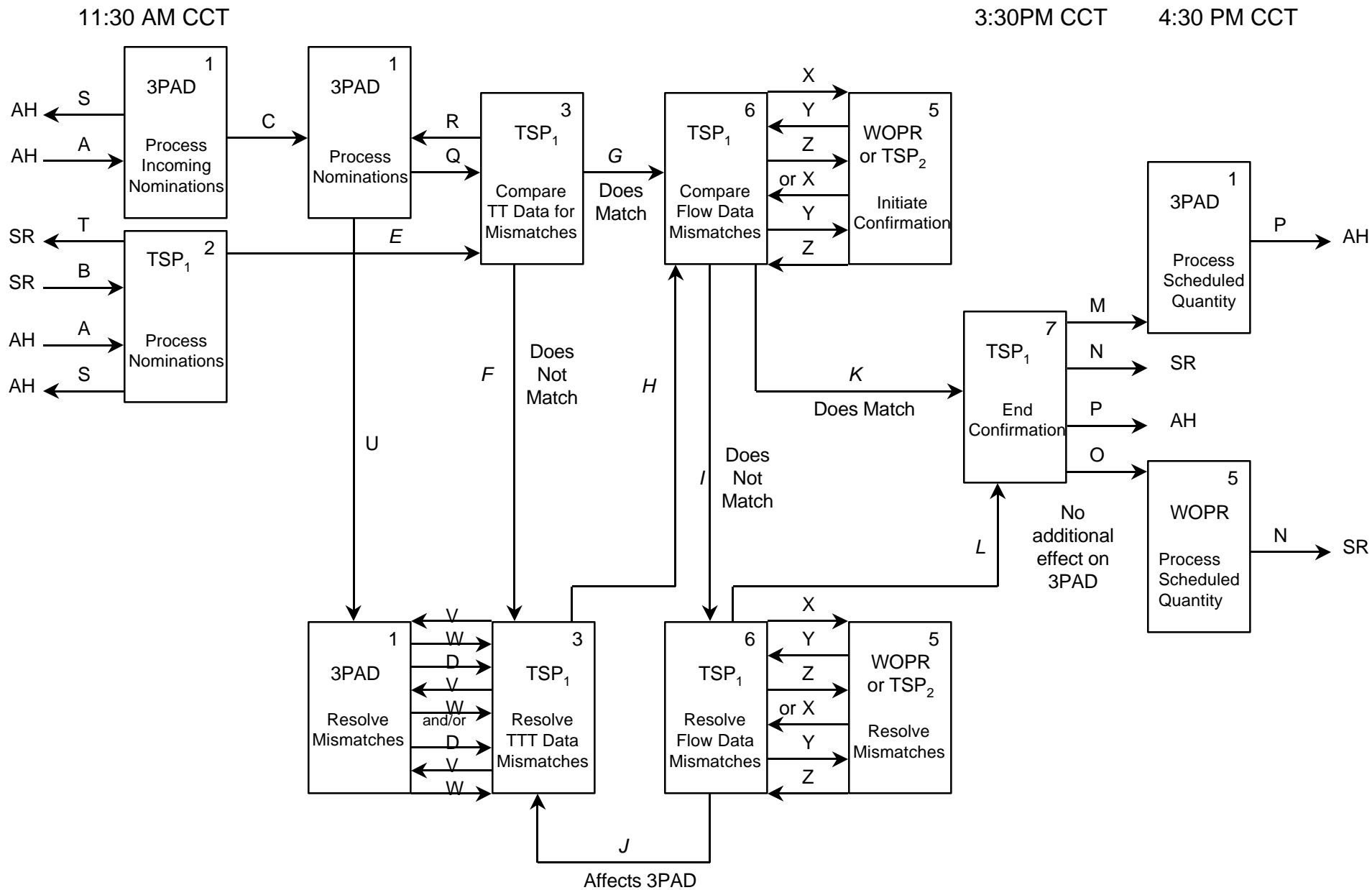
e. Attachments

Atachment 1 – TTT TIF Diagram Part 1, dated 7/31/98

Attachment 2 – TTT TIF Diagram Part 2, dated 8/5/98

Atachment 3 – TTT TIF Diagram Part 3, dated 9/3/98

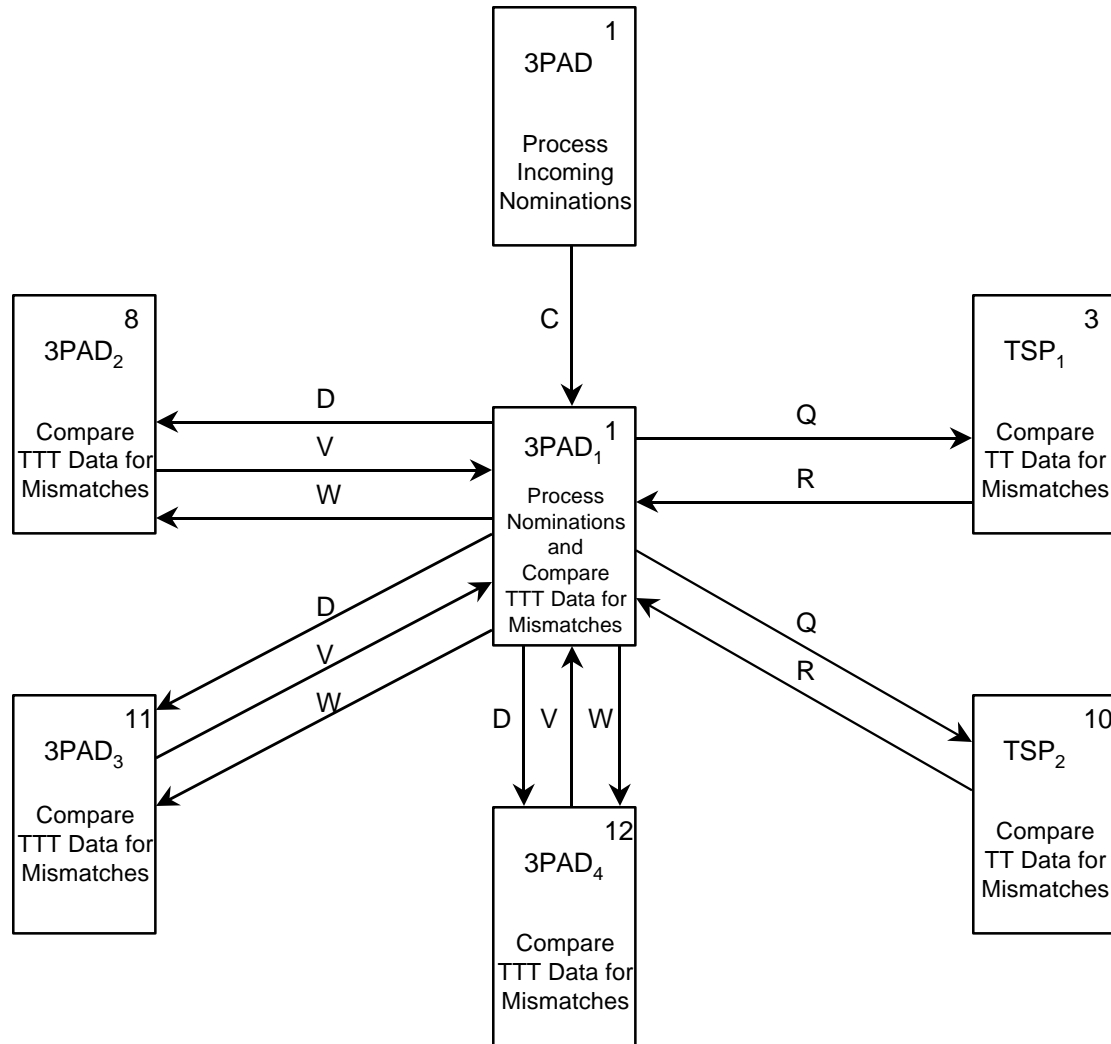
Title Transfer Tracking July 30, 1998 Timing / Flow Diagram



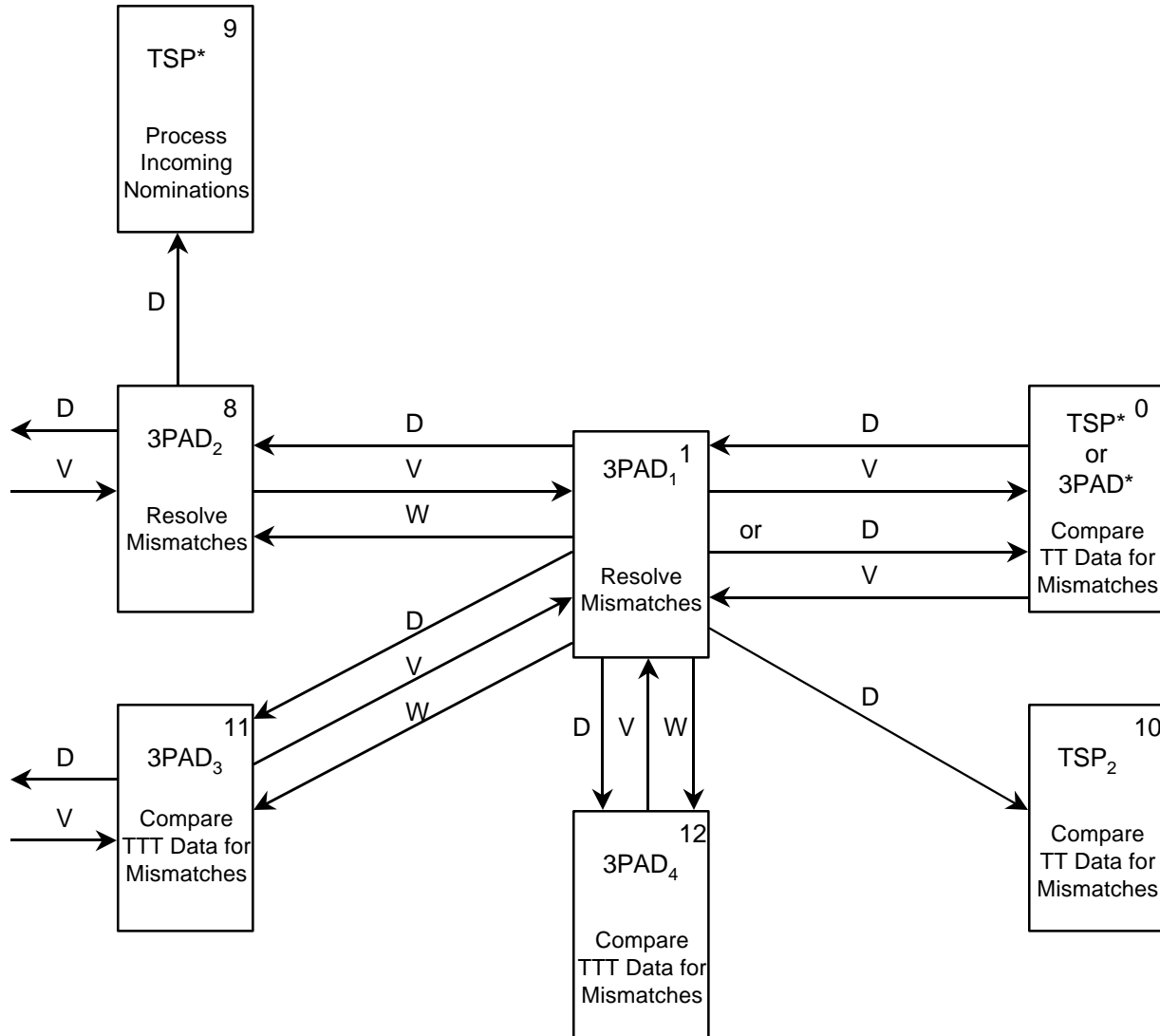
Title Transfer Tracking
August 05, 1998
Timing / Flow Diagram
Part 2 (Standard 29)

11:45 AM CCT - D & Q

12:00 PM CCT - V & R



Title Transfer Tracking
August 05, 1998
Timing / Flow Diagram
Part 3 (Standard 28)





GAS INDUSTRY STANDARDS BOARD
GISB EXECUTIVE COMMITTEE MEETING
MEETING MATERIALS
OCTOBER 15, 1998

EXECUTIVE COMMITTEE BALLOT -- Due October 13, 1998

Please indicate your support for (✓) or opposition to (✗) the below proposed standards and interpretations:

Request No. R98021

Title Transfer Tracking

Committee Member Signature:

Date:

***Please return your ballot by end of business October 13, 1998
Fax Number: 713-757-2491***



GAS INDUSTRY STANDARDS BOARD
GISB EXECUTIVE COMMITTEE MEETING
MEETING MATERIALS
OCTOBER 15, 1998

3. RECOMMENDED ACTIONS ON NEW REQUESTS

- Three requests (Request Nos. R98029, R98030, R98037) have been received for consideration at this month's Executive Committee Meeting (attached). The Triage Group recommendations will be prepared, forwarded under separate cover and posted on the GISB Home Page prior to the meeting. The Triage Group is meeting on October 12, via telephone from 1:00 p.m. to 2:00 p.m. central.
 - **The Executive Committee members is asked to determine if the requests are within scope by a simple majority vote. The Executive Committee members is asked to adopt the Triage recommendations by a simple majority vote.**
 - The Triage Group is composed of the Business Practice Subcommittee chairs -- Greg Lander of TransCapacity representing the Services Segment, Producer Vacancy, Norm Walker of El Paso Natural Gas representing the Pipeline Segment, Diane McVicker of Salt River Project representing the End User Segment, and Randy Friedman of Northwest Natural Gas representing the LDC Segment. The Triage group is responsible for recommending the assignment the request to a subcommittee or task force for development of a proposed standard with a corresponding recommended priority, or recommending to the Executive Committee that action on the request be postponed, or that the Executive Committee has threshold issues to resolve before proceeding.
-

R98029

**Gas Industry Standards Board
Request for Initiation of Standard for Electronic Business Transactions
or
Enhancement of an Existing GISB Standard for Electronic Business Transactions**

1. Submitting Entity & Address:

TransCapacity Limited Partnership
83 Pine Street, Suite 101
West Peabody, MA 01960
Phone: (978) 535-7500
Facsimile: (978) 535-7744
E-mail: LEGALJB@TCAPSERV.COM

2. Contact Information:

Jim Buccigross, Legal Counsel
Gregory M. Lander, President

3. Description of Proposed Standard or Enhancement:

Change the usage and definition of the Transaction Status Code “AE” in the 855 Quick Response transaction set. Currently, the status code “AE” acknowledges the entire transaction set and provides for detail and/or subdetail errors/warnings to be communicated. The status code “AE” also infers that the absence of a line item response equates to an accepted response. The definition of “AE” should change from “Acknowledge – With Exception Detail Only: Error(s) or warning(s) occurred in the transaction. Transaction has been acknowledged. Error(s) and warning(s) follow.” to “Acknowledge: Transaction has been acknowledged. All processed line items, i.e. sub-detail, to follow.”

4. Use of the Proposed Standard or Enhancement:

The usage of the Transaction Status Code “AE” in the 855 Quick Response transaction set would be utilized to identify the status of the line item nomination rather than the entire transaction set. When the status code “AE” is utilized in the 855 Quick Response transaction set, it will refer to only the data that is present in the transaction set. The inference that an absence of data equates to accepted data will be removed. The “AE” status code will cover responses to line item nominations that are accepted, as well as, those that have errors and/or warnings. Accepted nominations will be identified via the absence of the “PID” line. The “AE” status code will acknowledge the receipt of the transaction but will only correspond to processed nomination data.

5. Description of Any Tangible or Intangible Benefits to the Use of the Proposed Standard or Enhancement:

Will eliminate ambiguities that are present when the “AE” status code is used. Will eliminate ambiguities present when determining whether or not to infer that a nomination line item has been processed and is accepted when there is no mention of the nomination line item in the 855 Quick Response transaction set. Will eliminate ambiguities inherent in parties differing implementations of what constitutes a transaction, i.e. a line item versus a transmittal of multiple line items.

6. Estimate of Incremental Specific Costs to Implement Proposed Standard or Enhancement:

Any costs associated with this proposed enhancement are extremely small and represent a "one-time" addition of a code value description. The request does not propose to increase the volume of data sent or require any significant additional processing. It involves only the addition of a code value to an existing data element.

7. Description of Any Specific Legal or Other Considerations:

None.

8. If This Proposed Standard or Enhancement is Not Tested Yet, List Trading Partners Willing to Test Standard or Enhancement

TransCapacity is willing to undertake testing with any other party.

Contact is: Michael Coombs, Product Leader
TransCapacity Limited Partnership
83 Pine Street, Suite 101
West Peabody, MA 01960
Phone: (978) 535-7500
Facsimile: (978) 535-7744

9. If This Proposed Standard or Enhancement Is In Use, Who are the Trading Partners:

The requested change itself is not in practice at this time as far as is known to TransCapacity.

10. Attachments

None.

R98030

September 8, 1998

Ms. Rae McQuade
Gas Industry Standards Board
1100 Louisiana, Suite 4925
Houston, TX 77002

Subject: **GISB Transportation/Sales Invoice Implementation Guide
Standard 3.4.1**

Dear Rae:

Reference is made to the above subject implementation guide which utilizes the consolidated service invoice/statement (transaction set 811) of the ASC X12 standard. The existing GISB Implementation Guide does not include a sample sales invoice and sample ASC X12 transaction for the sales invoice. Texaco Natural Gas Inc is implementing process improvements to send/receive sales invoices in the GISB EDI standards and developed the attached sample sales invoice and ASC X12 mapping for inclusion in the GISB Implementation Guide. In our review of the GISB Implementation Guide, we identified minor enhancements to the guideline to support natural gas sales invoices. For your convenience, we have attached following documentation for inclusion in the GISB Transportation/Sales Invoice Implementation Guide to support industry sales invoices:

- Recommended enhancements to the GISB Transportation/Sales Invoice Implementation Guide
- Sample sales invoice
- Sample ASC X12 transaction mapping for sales invoice

It is requested that the GISB standard, 3.4.1, be modified to include the above documentation to facilitate industry implementation of the EDI sales invoice. Please advise should you require additional information or have any questions regarding these modifications to the GISB standard.

Yours very truly,



Attachments

cc: Mr. G. E. Hahn

Texaco Natural Gas Inc.
1111 Bagby
Houston, TX 77002

GISB Transportation/Sales Invoice Implementation Guide
Standards 3.4.1
Recommended Enhancements

Page 7, BIG Beginning Segment for Invoice
Add BIG07 as GISB optional data element

Add BIG07--D/E 640 = Transaction Type Code*

Recommended Code Values

CI = Consolidated Invoice

CN = Credit Invoice

CO = Corrected Invoice

CR = Credit Memo

DI = Debit Invoice

DR = Debit Memo

*The transaction type code is useful for process determination at the invoice level. For example, "memo" invoices can be flagged immediately, so end user processing isn't necessary and the transaction doesn't generate a financial entry or a payment in the customers A/P system.

Page 18, DTM Date/Time/Period Segment

DTM01, D/E 374 Date/Time Qualifier, add code value 582 (Report Period/Accounting Period) and DTM06, D/E 1250 Date Time Period Format Qualifier, code value CM (Time expressed in CCYYMM) as valid code values for the sales invoice.

These additional data element values are required to identify the accounting period for the sales invoice.

Add page 22A, DTM Date/Time/Period Segment

DTM01, D/E 374 Date/Time Qualifier

Valid code values

Cumulative Quantity Start/Beginning Flow Date/Time

Cumulative Quantity End/Ending Flow Date

DTM06, D/E 1250 Date/Time Period Format Qualifier

Valid code value

DT Date and time expressed in format CCYYMMDDHHMM

DTM07, D/E 1251 Date Time Period

This additional DTM segment should be added as an optional segment to identify beginning/ending flow date/time for the sales volume. It should be included at the invoice line item level as page 22A (within the HL loop, after the SI [service characteristic identification] segment identifying the charge group for sales commodity).

Page 24, ITA Allowance, Charge or Service Segment

ITA01, D/E 248 (Allowance or Charge Indicator), add data element values "A" (Allowance) and "N" (No Allowance or Charge) as additional valid code values for the sales invoice.

ITA04, D/E 331 (Allowance or Charge Method of Handling Code), add data element values "04" (credit customer account), "06" (charge to be paid by customer), and "15" (information only) as valid code values for the sales invoice.

Corporate A/P systems typically utilize the IT1 and ITA (where ITA01 equals "C" charge) at the invoice line item to verify the total invoice amount in the TDS segment, total monetary value summary. Therefore, ITA01 code value should equal "N" and ITA04 code value should equal "15" when the ITA segment is utilized to reflect the line item total. In addition, ITA01 code value should equal "A" or "C" and ITA04 code value should equal "04" or "06" when the ITA segment is utilized to reflect a line item allowance/charge adjustment amount.

Sample Paper Transaction

#1 Gas Marketer Corporation

100 Westside
Houston, TX 77077

Customer Information

Customer A (DUNS # xxxxxxxxx)
101 Jones Drive
Houston, TX 77440

Payment/Remittance Information

#1 Gas Marketer Corporation (DUNS # yyyyyyyyy)
100 Main Street
Houston, TX 77002

Sales Invoice

Invoice Number	Invoice Date	Accounting Month/Year	Customer Number	Contact:
98060202	7/7/98	06/98	2465	Rose Green (713) 752-9999

Terms:

Past Due July 25, 1998

Contract Number:

21-3500

Pipeline	Point of Sale/Charge	Package ID	MMBTU	\$/MMBTU	\$/Amount
Move-It Pipeline (DUNS #zzzzzzzzz)	Onshore (PI DRN # aaaaaaaaa)	1267	15,000	\$2.0200	\$30,300.00
	Sales Volume Start/End Flow Date/Time		9 AM 6/1/98 – 9 AM 6/30/98		
Move-It Pipeline (DUNS #zzzzzzzzz)	Onshore (PI DRN # aaaaaaaaa)	1346	5,000	\$1.9550	\$ 9,775.00
	Sales Volume Start/End Flow Date/Time		9 AM 6/1/98 – 9AM 6/15/98		
Move-It Pipeline (DUNS #zzzzzzzzz)	Onshore (PI DRN # aaaaaaaaa)	1347	25,000	\$1.9600	\$49,000.00
	Sales Volume Start/End Flow Date/Time		9 AM 6/16/98 – 9 AM 6/30/98		
Total Amount Due					<u>\$89,075.00</u>

Sample ASC X12 Transaction Mapping for Sales Invoice

ST*811*1000
BIG*980707*098060202*****DI
REF*11*2465
PER*IC*Rose Green*TE*7137529999
ITD*****980725
N1*PR**1*XXXXXXXXXX
N1*PE**1*yyyyyyyyy
N1*RI*#1 Gas Marketer Corporation*1*yyyyyyyyy
N3*100 Main Street
N4*Houston*TX*77002
HL*001**IB*1
LX*011
SI*AP*CR*21-3500
DTM*582*****CM*199806
HL*101*001*9
LX*111
SI*AP*CG*COM*PG*1267
DTM*051*****DT*199806010900
DTM*052*****DT*199806300900
N1*CA**1*ZZZZZZZZ
N1*MQ**29*aaaaaaaaa
ITA*N*15*3030000
IT1**15000*BZ*2.0200
HL*102*001*9
LX*121
SI*AP*CG*COM*PG*1346
DTM*051*****DT*199806010900
DTM*052*****DT*199806150900
N1*CA**1*ZZZZZZZZ
N1*MQ**29*aaaaaaaaa
ITA*N*15*977500
IT1**5000*BZ*1.9550
HL*103*001*9
LX*131
SI*AP*CG*COM*PG*1347
DTM*051*****DT*199806160900
DTM*052*****DT*199806300900
N1*CA**1*ZZZZZZZZ
N1*MQ**29*aaaaaaaaa
ITA*N*15*4900000
IT1**25000*BZ*1.9600
TDS*8907500
CTT*03
SE*44*1000

R98037

Gas Industry Standards Board
Request for Initiation of a GISB Standard for Electronic Business Transactions
or
Enhancement of an Existing GISB Standard for Electronic Business Transactions

Date of Request: September 29, 1998

1. Submitting Entity and Address:

Columbia Gas Transmission Corp.
1700 MacCorkle Avenue, SE
Charleston, WV 25314

2. Contact Person

Chuck Stodola
Sr. Computer Applications Analyst
phone: 304-357-2498 fax: 304-357-2304
e-mail: cstodola@columbiaenergygroup.com

3. Description of Proposed Standard or Enhancement

Add a non-textual data element that will tie the offers of a Not-Stand-alone Offer together. This data element is needed in the UPPD data sets and the data sets being created for Non-Prearranged Deals.

4. Use of Proposed Standard or Enhancement

The data element will provide the means necessary to create an automated procedure for joining Not-Stand-alone Offers.

5. Description of any Tangible or Intangible Benefits to the Use of Proposed Standard or Enhancement

Currently, Not-Stand-alone Offers are identified with an indicator and text. The text explanation requires manual intervention to insure that all the parts of a Not-Stand-alone Offer are kept together.

The new data element will eliminate this manual processing.

6. Estimate of Incremental Specific Costs to Implement Proposed Standard or Enhancement

Some cost can be expected. However, the cost of implementation would be less than the cost of manual processing. Therefore, the incremental cost should be considered as no cost.

7. Description of any Specific Legal or Other Considerations:

8. If this Proposed Standard or Enhancement is not tested yet, list the Trading Partners willing to test Standard or Enhancement?

Columbia Gas Transmission and Columbia Gulf Transmission are willing to test the enhancement.



GAS INDUSTRY STANDARDS BOARD
GISB EXECUTIVE COMMITTEE MEETING
MEETING MATERIALS
OCTOBER 15, 1998

4. EII TASK FORCE PLAN

- The EBB Internet Implementation Task Force (EII) has held meetings on July 28, August 13 & 14, August 21, September 3 & 4, September 17 & 18, and October 1 & 2. They currently have meetings scheduled for October 16, November 3 & 4, November 20, December 1 & 2 and December 18.
 - The recommended standards resulting from these meetings are attached.
 - Mr. Caldwell as the facilitator of the meetings and one of the five chairs will update the Executive Committee on the progress made to date.
-

**Gas Industry Standards Board EBB Internet Implementation Task Force
Standards Recommended by the Task Force as of October 2, 1998**

#	Minutes Meeting Date	Group	IN NUMBER ORDER		Review
				Language	
1	14-Aug-98	s1	Internet protocols should be used for accessing all industry business functions.		9-11
2	14-Aug-98	s2	Web browser interface should use Internet compatible common browser software.		9-11
3	14-Aug-98	s3	Industry Web sites should be accessible via the public Internet using common browser software.		9-11
4	14-Aug-98	p1	Web site standards should not preclude various levels of user response and inter-activity. Minimum levels of user response or inter-activity should be developed.		9-11
4.2.8	3-Sep-98	d6	"Content Area" is the term used to describe the area containing the active data pertaining to the link selected in the Navigational Area. Where the Content Area is displayed simultaneously with the Navigational Area of the browser display, the Content Area should appear directly to the right of the Navigational Area. [This a recommended replacement of GISB Standard No. existing 4.2.8]		
4.2.A.i	20-Aug-98	d3	GISB EDI/EDM is the term used to describe ANSI ASC X12 computer-to-computer electronic data interchange of information in files as mapped from the x.4.x GISB standards in the GISB Implementation Guides and communicated between trading partners over the Internet using the GISB Electronic Delivery Mechanism.		9-11
4.3.A.ii.a	20-Aug-98	d4	GISB FF/EDM is the term used to describe a standardized flat file computer-to-computer electronic data interchange of information in files as mapped from the x.4.x GISB standards. GISB FF/EDM is communicated between trading partners over the Internet using the GISB Electronic Delivery Mechanism.		9-11
4.3.A.iii	20-Aug-98	d5	GISB EBB/EDM is the term used to describe the GISB standardized electronic interchange of information for Customer Activities Web site presentations. GISB EBB/EDM is communicated between trading partners over the Internet using the GISB Electronic Delivery Mechanism for GISB EBB/EDM.		9-11
4.3.A/L	17-Sep-98	s21	A Transportation Service Provider which determines to provide new features utilizing existing transaction sets via GISB EBB/EDM, for each transaction upon inception of support for such service, should: If GISB EDI/EDM or FF/EDM standards exist for the transaction set, provide the service via EDI/EDM, or FF/EDM or both, utilizing modifications defined by the Transportation Service Provider to the existing file structures; and, submit a request for modification or enhancement of the transaction set to GISB including details of the interim EBB/EDM, EDI/EDM and/or FF/EDM implementation.		

**Gas Industry Standards Board EBB Internet Implementation Task Force
Standards Recommended by the Task Force as of October 2, 1998**

		IN NUMBER ORDER			
#	Minutes Meeting Date	Group	Language		Review
4.3.O	3-Sep-98	p12	When standardized, all elements used in standard EBB/EDM, EDI/EDM and FF/EDM should be defined in the related GISB x.4.z standard. [An example and note are associated for illustrative purposes and can be found in the minutes.]		
4.3.Q	3-Sep-98	s22	Where a TSP utilizes a subset of available GISB code values for specific data elements for inbound documents to the TSP, the TSP should make available a list of the supported code values in a download utilizing a GISB electronic format.		
5	14-Aug-98	p2	Web site standards should not dictate or limit back-end development technology or systems. Industry Web sites should be accessible by a standard client configuration.		9-11
5A	14-Aug-98	d1	Standard" client configuration is the term used to describe the configuration that allows simultaneous access to multiple industry Web sites.		9-11
6	14-Aug-98	s4	Each implementation of a current proprietary business function category on EBBs should remain available until such time as that business function category is tested and implemented via a Customer Activities Web site.		
7A	17-Sep-98	s33	Providers of Customer Activities EBB/EDM sites should ensure that the site operates on the "Technical Characteristics of the Client Workstation" described in the appendix of the Electronic Delivery Mechanism Related Standards manual. This appendix, listing examples of hardware and software configurations that providers should meet, should be reviewed and updated by the Future Technology Task Force, at a minimum, by the spring of each year and presented to the GISB Executive Committee for adoption by the June meeting of that group.		
8A	17-Sep-98	s34	Access to the "Customer Activities" site should be protected by HTTP Basic Authentication or similar logon/password mechanism(s) using 40-bit encryption. A "Customer Activities" site should typically require a single logon/password pair for each user session.		
8B	17-Sep-98	s35	At a minimum, data communications for the "Customer Activities" sites should utilize 40 bit encryption. Where possible, 128 bit encryption is strongly recommended.		
8C	17-Sep-98	s36	Custom downloadable modules presented by a "Customer Activities" site should be signed by the author. The signatures on these modules should be communicated in advance to site users.		
8D	17-Sep-98	s37	In the Navigational Area of the Informational Postings Web Site, the navigational link for "Customer Activities" should appear directly above the navigational link for "Site Map."		

**Gas Industry Standards Board EBB Internet Implementation Task Force
Standards Recommended by the Task Force as of October 2, 1998**

		IN NUMBER ORDER			
#	Minutes Meeting Date	Group	Language		Review
9A	17-Sep-98	s38	Private network connections to GISB EDM* sites may be at any point on the TSP firewall boundary at the TSP's discretion on a non-discriminatory access basis. The specific type and speed of these connections should be mutually agreed. It is at the discretion of the TSPs on how multiple private network connections should be managed, so long as such management is done on a non-discriminatory access basis. TSPs are not responsible for any additional security exposures when using these private network connections. * This includes all GISB standardized Internet communication.		
10A	17-Sep-98	p15	Trading partners should maintain redundant connections to the public Internet for GISB EDM* sites. These redundant connections should be topographically diverse (duality of) paths to minimize the probability of a single point of failure. * This includes all GISB standardized Internet communication.		
12	14-Aug-98	p3	A standardized Web site navigational structure should be developed to provide access to business functions. The hierarchical relationship, structure and order for navigation on the Web site should be established in a standardized manner.		9-11
13	14-Aug-98	p4	Additional Informational Postings under Standard No. 4.3.6 which are not yet standardized for Web sites should be communicated over the Internet via a "common look and feel" standardized Web page.		9-11
14	14-Aug-98	s5	Standard navigation should be used to access all business functions on industry Web sites.		9-11
16	14-Aug-98	s6	Navigation through the industry Web site menus should be consistent for location and technique.		9-11
17	14-Aug-98	d2	"Customer Activities" is the term used to refer to the business function categories relating to Nominations, Flowing Gas, Invoicing, Capacity Release, Contracts and other business functions on industry Web sites.		9-11
19A	14-Aug-98	s7	The categories and the labels for Customer Activities Web sites should appear, if applicable, in the Navigational Area as follows: <ul style="list-style-type: none"> • Nominations • Flowing Gas • Invoicing • Capacity Release • Contracts • Informational Postings • Site Map Links supporting Mutually Agreeable categories should precede Informational Postings.		9-11

**Gas Industry Standards Board EBB Internet Implementation Task Force
Standards Recommended by the Task Force as of October 2, 1998**

IN NUMBER ORDER				
#	Minutes Meeting Date	Group	Language	Review
20	14-Aug-98	s8	<p>The sub-categories and the labels for the category of Nominations should appear, if applicable, in the Navigational Area as follows:</p> <ul style="list-style-type: none"> • Nomination • Nomination Quick Response • Request for Confirmation • Confirmation Response • Confirmation Response Quick Response • Scheduled Quantity • Scheduled Quantity for Operator <p>Links supporting Mutually Agreeable sub-categories will follow these links. This does not preclude a further breakdown of sub-sub-categories within each sub-category from being listed in the Navigational Area.</p>	9-11
21	14-Aug-98	s9	<p>The sub-categories and the labels for the category of Flowing Gas should appear, if applicable, in the Navigational Area as follows:</p> <ul style="list-style-type: none"> • Pre-determined Allocation • Pre-determined Allocation Quick Response • Allocation • Shipper Imbalance • Measurement Information • Measured Volume Audit Statement <p>Links supporting Mutually Agreeable sub-categories will follow these links. This does not preclude a further breakdown of sub-sub-categories within each sub-category from being listed in the Navigational Area.</p>	9-11
23	14-Aug-98	s10	<p>The sub-categories and the labels for the category of Invoicing should appear, if applicable, in the Navigational Area as follows:</p> <ul style="list-style-type: none"> • Transportation/Sales Invoice • Service Requester Level Charge/Allowance Invoice • Payment Remittance • Statement of Account <p>Links supporting Mutually Agreeable sub-categories will follow these links. This does not preclude a further breakdown of sub-sub-categories within each sub-category from being listed in the Navigational Area.</p>	9-11
24	14-Aug-98	s11	<p>The sub-categories and the labels for the category of Capacity Release should appear, if applicable, in the Navigational Area as follows:</p> <ul style="list-style-type: none"> • Offers • Bids • Awards <p>Links supporting Mutually Agreeable sub-categories will follow these links. This does not preclude a further breakdown of sub-sub-categories within each sub-category from being listed in the Navigational Area.</p>	9-11

**Gas Industry Standards Board EBB Internet Implementation Task Force
Standards Recommended by the Task Force as of October 2, 1998**

#	Minutes Meeting Date	Group	IN NUMBER ORDER		Review
				Language	
24A	14-Aug-98	s12	The sub-categories and the labels for the category of Contracts should appear, if applicable, in the Navigational Area as follows: <ul style="list-style-type: none"> • To be Determined Links supporting Mutually Agreeable sub-categories will follow these links. This does not preclude a further breakdown of sub-sub-categories within each sub-category from being listed in the Navigational Area.		9-11
26	14-Aug-98	p5	Customer Activities Web sites should be designed for ease of user interaction.		9-11
27	14-Aug-98	s13	A Customer Activities Web page may display information (data elements and code values) from multiple functionally related EDI datasets (i.e. nominated quantities and scheduled quantities may appear on the same Web screen).		9-11
28	14-Aug-98	p6	There should generally be a one-to-one relationship between data elements used for EDI and/or flat files and the data displayed on Customer Activities Web pages.		9-11
29	14-Aug-98	s14	GISB standard code value descriptions should be displayed for code values where appropriate.		9-11
30	14-Aug-98	p7	Standard field name descriptors or abbreviations, and navigation and functional screen layouts should be used on all Customer Activities Web pages. There should be no standards for font size, colors, etc. Functional screen layouts should be developed as standards which would divide each transactional screen into separate areas and define which data elements belong in each specific area.		9-11
32	20-Aug-98	s15	The Customer Activities Web site should include the name, nickname, or named abbreviation of the Transportation Service Provider in the browser title bar. The name of the business function should be displayed in the header.		9-11
33	20-Aug-98	s16	Where they exist for the same business function, flat files and EDI should use the same nomenclature for data set names, data element names, code values and/or code value descriptions, abbreviations and message text. Corresponding Web pages should use data set names, data element names, code value descriptions, abbreviations and message text that correspond to those used in flat files and EDI, where they exist.		9-11
34.3	20-Aug-98	p8	Information that is constant for the displayed Content Area may be placed in the page header.		9-11
34.5	20-Aug-98	p9	Data elements that have default values may be placed last to minimize scrolling.		9-11
34.7	20-Aug-98	s17	Totals, when appropriate, should be displayed within the Content Area of the Web page in a manner which distinguishes them from the data.		9-11
34.8	20-Aug-98	s18	Where navigation and/or processing functions exist for a Customer Activity, the Content Area should contain navigation in the header on the left and processing functions in the header on the right.		9-11

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#	Minutes Meeting Date	Group	IN NUMBER ORDER		Review
				Language	
34.9	20-Aug-98	s19	Navigation for input data lookups, if provided, should be placed near the field being looked up. Navigation for informational lookups, if provided, should be included in the header.		9-11
38	20-Aug-98	s20	GISB Common Codes for entity and location should be available for data validation or selection (viewing) on a Customer Activities Web site and in a standardized downloadable format for use by customer and third party service providers. Cross-references to proprietary codes may be provided on a mutually agreeable basis.		9-11
41	20-Aug-98	p10	As a general guideline, the initial phase of each business function category (of a multiple phase implementation) of "common look and feel" for Internet transactions that are not currently standardized should begin subsequent to the implementation of the currently standardized data sets to the Web. This does not preclude the implementation of new standardized data sets as they become available.		9-11
47	20-Aug-98	p11	There is displayed information on Customer Activities Web sites which does not have a comparable data element in EDI; however, the data (e.g. totals, reports, calculations) is derived from other EDI data elements. Provision of such information does not require the development of an EDI data set to accomplish a one-to-one match. However, any Customer Activities Web function should be derivable from information available in EDI data sets.		9-11
49	3-Sep-98	s23	With regard to Navigational Links on Customer Activities Web Sites, when using abbreviations, the following abbreviations should be used: [Please refer to the table in the appendix for the abbreviations]		
50A	3-Sep-98	s24	On the Nominations Web page for the Pathed Model Type, data should be organized in the content area in logical groupings. The logical groupings of data should be as follows: <ul style="list-style-type: none"> • Contract • Dates • Receipt • Delivery • Transaction Specific 		
51.1	3-Sep-98	s25	Flat Files should be ASCII comma separated value (.csv) format.		
51.2	3-Sep-98	p13	The content and usage of flat files should reasonably correspond to the GISB data sets used for GISB EDI/EDM.		
51.3	3-Sep-98	s26	Provisions to provide 'comment' rows within the flat file should be made. These rows should be ignored for processing purposes.		
51.4	3-Sep-98	s27	The order of elements within the flat file should be that identified within the standards.		
5.1.6	3-Sep-98	p14	If implemented, flat files should be exchanged via the GISB EDI/EDM site or Customer Activities Website.		

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IN NUMBER ORDER				
#	Minutes Meeting Date	Group	Language	Review
51.8	3-Sep-98	s28	Each transaction (e.g. nomination) within a flat file should be represented by a single row layout.	
52	3-Sep-98	s29	Where display information on a Customer Activities site is derivable from data provided in a previous upload or download, the information should not be included in the EDI/EDM standards [or FF/EDM standard, for later consideration] that directly correspond to the EBB/EDM page being displayed	
53	17-Sep-98	s30	The industry should use common codes for location points and legal entities when communicating via EDI/EDM, EBB/EDM and/or FF/EDM. The corresponding common code name should also be used in EBB/EDM.	
54	17-Sep-98	d7	"Header" is the term used to describe the area at the top of the Content Area of the browser display.	
55	17-Sep-98	d8	"Detail" is the term used to describe the area directly below the Header in the Content Area of the browser display.	
57	17-Sep-98	s31	Customer Activities Web pages should support entry of the maximum length for valid data, however, display can be done in a manner to minimize left to right scrolling.	
58	17-Sep-98	s32	On Customer Activities Web pages , informational display fields can be displayed with related data.	
59	17-Sep-98	i1	Data Grouping for Nomination Transaction for all models	
60	1-Oct-98	d9	"Form" is the term used to describe the portion of the Content Area of the nominations browser display on Customer Activities Web sites used for single transaction entry as well as, optionally, data selection. The "Form" should be either in the upper portion of the nominations Content Area or alternatively a single page linked to the "Matrix".	
61	1-Oct-98	d10	"Matrix" is the term used to describe the portion of the content area of the nominations browser display on the Customer Activities Web sites used to display selected nominations and/or nominations entered on the "Form" and, optionally, for data entry. The "Matrix" should be either the lower portion of the nominations Content Area (that area below the "Form") or, alternatively, a single page linked to the "Form".	
62	1-Oct-98	s39	On Customer Activities Web sites, nominations data entry should be available on the "Form" and the Transportation Service Provider may also provide for nominations data entry on the "Matrix".	
63	1-Oct-98	i1	Data Grouping for Nomination Transaction for all models (revised)	

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IN NUMBER ORDER																				
#	Minutes Meeting Date	Group	Language	Review																
64	1-Oct-98	s40	<p>On the nominations entry screen, data should be organized in logical groupings as defined in the Data Dictionary. The initial data element should be:</p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left;"><u>DATA GROUP</u></th> <th style="text-align: left;"><u>INITIAL ELEMENT</u></th> </tr> </thead> <tbody> <tr> <td>• Business Entity Provider</td> <td>Transportation Service</td> </tr> <tr> <td>• Contracts</td> <td>Service Requester Contract</td> </tr> <tr> <td>• Date</td> <td>Beginning date</td> </tr> <tr> <td>• Location</td> <td>Receipt Location</td> </tr> <tr> <td>• Receipt</td> <td>Receipt Location</td> </tr> <tr> <td>• Delivery</td> <td>Delivery Location</td> </tr> <tr> <td>• Transaction Specific</td> <td>Transaction Type</td> </tr> </tbody> </table>	<u>DATA GROUP</u>	<u>INITIAL ELEMENT</u>	• Business Entity Provider	Transportation Service	• Contracts	Service Requester Contract	• Date	Beginning date	• Location	Receipt Location	• Receipt	Receipt Location	• Delivery	Delivery Location	• Transaction Specific	Transaction Type	
<u>DATA GROUP</u>	<u>INITIAL ELEMENT</u>																			
• Business Entity Provider	Transportation Service																			
• Contracts	Service Requester Contract																			
• Date	Beginning date																			
• Location	Receipt Location																			
• Receipt	Receipt Location																			
• Delivery	Delivery Location																			
• Transaction Specific	Transaction Type																			
65	1-Oct-98	s41	In the Form area of the nominations entry screen, the data groups should appear in the following order: Business Entity, Contract, Date, Receipt, Delivery and Transaction Specific.																	
66	1-Oct-98	s42	The Transportation Service Provider's Customer Activities Web Site should include the name, nickname, or name abbreviation of the Parent Company and/or Transportation Service Provider so that it will appear first in the browser title bar.																	
67	1-Oct-98		Withdrawn -- to be considered on 10/16/98.																	
68	1-Oct-98	s43	Columns and data fields that would contain data not supported by the Transportation Service Provider should be eliminated on display and/or entry, and left empty on download. [REPLACEMENT TO GISB STANDARD NO. 4.3.34]																	
69	1-Oct-98	s44	When the nominations form and the nominations matrix for the Customer Activities Web site are separate Web pages, a subset of the form may be included by the Transportation Service Provider in the upper content area of the matrix page.																	
70	1-Oct-98	i1	In the Nomination Data Dictionary Usage For All Model Types, remove the location group and all references to it.																	

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IN GROUP ORDER				
#	Minutes Meeting Date	Group	Language	Review
5A	14-Aug-98	d1	Standard" client configuration is the term used to describe the configuration that allows simultaneous access to multiple industry Web sites.	9-11
17	14-Aug-98	d2	"Customer Activities" is the term used to refer to the business function categories relating to Nominations, Flowing Gas, Invoicing, Capacity Release, Contracts and other business functions on industry Web sites.	9-11
4.2.A.i	20-Aug-98	d3	GISB EDI/EDM is the term used to describe ANSI ASC X12 computer-to-computer electronic data interchange of information in files as mapped from the x.4.x GISB standards in the GISB Implementation Guides and communicated between trading partners over the Internet using the GISB Electronic Delivery Mechanism.	9-11
4.3.A.ii.a	20-Aug-98	d4	GISB FF/EDM is the term used to describe a standardized flat file computer-to-computer electronic data interchange of information in files as mapped from the x.4.x GISB standards. GISB FF/EDM is communicated between trading partners over the Internet using the GISB Electronic Delivery Mechanism.	9-11
4.3.A.iii	20-Aug-98	d5	GISB EBB/EDM is the term used to describe the GISB standardized electronic interchange of information for Customer Activities Web site presentations. GISB EBB/EDM is communicated between trading partners over the Internet using the GISB Electronic Delivery Mechanism for GISB EBB/EDM.	9-11
4.2.8	3-Sep-98	d6	"Content Area" is the term used to describe the area containing the active data pertaining to the link selected in the Navigational Area. Where the Content Area is displayed simultaneously with the Navigational Area of the browser display, the Content Area should appear directly to the right of the Navigational Area. [This a recommended replacement of GISB Standard No. existing 4.2.8]	
54	17-Sep-98	d7	"Header" is the term used to describe the area at the top of the Content Area of the browser display.	
55	17-Sep-98	d8	"Detail" is the term used to describe the area directly below the Header in the Content Area of the browser display.	
60	1-Oct-98	d9	"Form" is the term used to describe the portion of the Content Area of the nominations browser display on Customer Activities Web sites used for single transaction entry as well as, optionally, data selection. The "Form" should be either in the upper portion of the nominations Content Area or alternatively a single page linked to the "Matrix".	
61	1-Oct-98	d10	"Matrix" is the term used to describe the portion of the content area of the nominations browser display on the Customer Activities Web sites used to display selected nominations and/or nominations entered on the "Form" and, optionally, for data entry. The "Matrix" should be either the lower portion of the nominations Content Area (that area below the "Form") or, alternatively, a single page linked to the "Form".	

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IN GROUP ORDER				
#	Minutes Meeting Date	Group	Language	Review
59	17-Sep-98	i1	Data Grouping for Nomination Transaction for all models	
63	1-Oct-98	i1	Data Grouping for Nomination Transaction for all models (revised)	
70	1-Oct-98	i1	In the Nomination Data Dictionary Usage For All Model Types, remove the location group and all references to it. (revised)	
4	14-Aug-98	p1	Web site standards should not preclude various levels of user response and inter-activity. Minimum levels of user response or inter-activity should be developed.	9-11
5	14-Aug-98	p2	Web site standards should not dictate or limit back-end development technology or systems. Industry Web sites should be accessible by a standard client configuration.	9-11
12	14-Aug-98	p3	A standardized Web site navigational structure should be developed to provide access to business functions. The hierarchical relationship, structure and order for navigation on the Web site should be established in a standardized manner.	9-11
13	14-Aug-98	p4	Additional Informational Postings under Standard No. 4.3.6 which are not yet standardized for Web sites should be communicated over the Internet via a "common look and feel" standardized Web page.	9-11
26	14-Aug-98	p5	Customer Activities Web sites should be designed for ease of user interaction.	9-11
28	14-Aug-98	p6	There should generally be a one-to-one relationship between data elements used for EDI and/or flat files and the data displayed on Customer Activities Web pages.	9-11
30	14-Aug-98	p7	Standard field name descriptors or abbreviations, and navigation and functional screen layouts should be used on all Customer Activities Web pages. There should be no standards for font size, colors, etc. Functional screen layouts should be developed as standards which would divide each transactional screen into separate areas and define which data elements belong in each specific area.	9-11
34.3	20-Aug-98	p8	Information that is constant for the displayed Content Area may be placed in the page header.	9-11
34.5	20-Aug-98	p9	Data elements that have default values may be placed last to minimize scrolling.	9-11
41	20-Aug-98	p10	As a general guideline, the initial phase of each business function category (of a multiple phase implementation) of "common look and feel" for Internet transactions that are not currently standardized should begin subsequent to the implementation of the currently standardized data sets to the Web. This does not preclude the implementation of new standardized data sets as they become available.	9-11

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IN GROUP ORDER				
#	Minutes Meeting Date	Group	Language	Review
47	20-Aug-98	p11	There is displayed information on Customer Activities Web sites which does not have a comparable data element in EDI; however, the data (e.g. totals, reports, calculations) is derived from other EDI data elements. Provision of such information does not require the development of an EDI data set to accomplish a one-to-one match. However, any Customer Activities Web function should be derivable from information available in EDI data sets.	9-11
4.3.O	3-Sep-98	p12	When standardized, all elements used in standard EBB/EDM, EDI/EDM and FF/EDM should be defined in the related GISB x.4.z standard. [An example and note are associated for illustrative purposes and can be found in the minutes.]	
51.2	3-Sep-98	p13	The content and usage of flat files should reasonably correspond to the GISB data sets used for GISB EDI/EDM.	
5.1.6	3-Sep-98	p14	If implemented, flat files should be exchanged via the GISB EDI/EDM site or Customer Activities Website.	
10A	17-Sep-98	p15	Trading partners should maintain redundant connections to the public Internet for GISB EDM* sites. These redundant connections should be topographically diverse (duality of) paths to minimize the probability of a single point of failure. * This includes all GISB standardized Internet communication.	
1	14-Aug-98	s1	Internet protocols should be used for accessing all industry business functions.	9-11
2	14-Aug-98	s2	Web browser interface should use Internet compatible common browser software.	9-11
3	14-Aug-98	s3	Industry Web sites should be accessible via the public Internet using common browser software.	9-11
6	14-Aug-98	s4	Each implementation of a current proprietary business function category on EBBs should remain available until such time as that business function category is tested and implemented via a Customer Activities Web site.	9-11
14	14-Aug-98	s5	Standard navigation should be used to access all business functions on industry Web sites.	9-11
16	14-Aug-98	s6	Navigation through the industry Web site menus should be consistent for location and technique.	9-11
19A	14-Aug-98	s7	The categories and the labels for Customer Activities Web sites should appear, if applicable, in the Navigational Area as follows: Nominations Flowing Gas Invoicing Capacity Release Contracts Informational Postings Site Map Links supporting Mutually Agreeable categories should precede Informational Postings.	9-11

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IN GROUP ORDER				
#	Minutes Meeting Date	Group	Language	Review
20	14-Aug-98	s8	<p>The sub-categories and the labels for the category of Nominations should appear, if applicable, in the Navigational Area as follows:</p> <ul style="list-style-type: none"> Nomination Nomination Quick Response Request for Confirmation Confirmation Response Confirmation Response Quick Response Scheduled Quantity Scheduled Quantity for Operator <p>Links supporting Mutually Agreeable sub-categories will follow these links. This does not preclude a further breakdown of sub-sub-categories within each sub-category from being listed in the Navigational Area.</p>	9-11
21	14-Aug-98	s9	<p>The sub-categories and the labels for the category of Flowing Gas should appear, if applicable, in the Navigational Area as follows:</p> <ul style="list-style-type: none"> Pre-determined Allocation Pre-determined Allocation Quick Response Allocation Shipper Imbalance Measurement Information Measured Volume Audit Statement <p>Links supporting Mutually Agreeable sub-categories will follow these links. This does not preclude a further breakdown of sub-sub-categories within each sub-category from being listed in the Navigational Area.</p>	9-11
23	14-Aug-98	s10	<p>The sub-categories and the labels for the category of Invoicing should appear, if applicable, in the Navigational Area as follows:</p> <ul style="list-style-type: none"> • Transportation/Sales Invoice • Service Requester Level Charge/Allowance Invoice • Payment Remittance • Statement of Account <p>Links supporting Mutually Agreeable sub-categories will follow these links. This does not preclude a further breakdown of sub-sub-categories within each sub-category from being listed in the Navigational Area.</p>	9-11
24	14-Aug-98	s11	<p>The sub-categories and the labels for the category of Capacity Release should appear, if applicable, in the Navigational Area as follows:</p> <ul style="list-style-type: none"> • Offers • Bids • Awards <p>Links supporting Mutually Agreeable sub-categories will follow these links. This does not preclude a further breakdown of sub-sub-categories within each sub-category from being listed in the Navigational Area.</p>	9-11

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IN GROUP ORDER				
#	Minutes Meeting Date	Group	Language	Review
24A	14-Aug-98	s12	The sub-categories and the labels for the category of Contracts should appear, if applicable, in the Navigational Area as follows: <ul style="list-style-type: none"> • To be Determined Links supporting Mutually Agreeable sub-categories will follow these links. This does not preclude a further breakdown of sub-sub-categories within each sub-category from being listed in the Navigational Area.	9-11
27	14-Aug-98	s13	A Customer Activities Web page may display information (data elements and code values) from multiple functionally related EDI datasets (i.e. nominated quantities and scheduled quantities may appear on the same Web screen).	9-11
29	14-Aug-98	s14	GISB standard code value descriptions should be displayed for code values where appropriate.	9-11
32	20-Aug-98	s15	The Customer Activities Web site should include the name, nickname, or named abbreviation of the Transportation Service Provider in the browser title bar. The name of the business function should be displayed in the header.	9-11
33	20-Aug-98	s16	Where they exist for the same business function, flat files and EDI should use the same nomenclature for data set names, data element names, code values and/or code value descriptions, abbreviations and message text. Corresponding Web pages should use data set names, data element names, code value descriptions, abbreviations and message text that correspond to those used in flat files and EDI, where they exist.	9-11
34.7	20-Aug-98	s17	Totals, when appropriate, should be displayed within the Content Area of the Web page in a manner which distinguishes them from the data.	9-11
34.8	20-Aug-98	s18	Where navigation and/or processing functions exist for a Customer Activity, the Content Area should contain navigation in the header on the left and processing functions in the header on the right.	9-11
34.9	20-Aug-98	s19	Navigation for input data lookups, if provided, should be placed near the field being looked up. Navigation for informational lookups, if provided, should be included in the header.	9-11
38	20-Aug-98	s20	GISB Common Codes for entity and location should be available for data validation or selection (viewing) on a Customer Activities Web site and in a standardized downloadable format for use by customer and third party service providers. Cross-references to proprietary codes may be provided on a mutually agreeable basis.	9-11

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IN GROUP ORDER				
#	Minutes Meeting Date	Group	Language	Review
4.3.A/L	17-Sep-98	s21	A Transportation Service Provider which determines to provide new features utilizing existing transaction sets via GISB EBB/EDM, for each transaction upon inception of support for such service, should: If GISB EDI/EDM or FF/EDM standards exist for the transaction set, provide the service via EDI/EDM, or FF/EDM or both, utilizing modifications defined by the Transportation Service Provider to the existing file structures; and, submit a request for modification or enhancement of the transaction set to GISB including details of the interim EBB/EDM, EDI/EDM and/or FF/EDM implementation.	
4.3.Q	3-Sep-98	s22	Where a TSP utilizes a subset of available GISB code values for specific data elements for inbound documents to the TSP, the TSP should make available a list of the supported code values in a download utilizing a GISB electronic format.	
49	3-Sep-98	s23	With regard to Navigational Links on Customer Activities Web Sites, when using abbreviations, the following abbreviations should be used: [Please refer to the table in the appendix for the abbreviations]	
50A	3-Sep-98	s24	On the Nominations Web page for the Pathed Model Type, data should be organized in the content area in logical groupings. The logical groupings of data should be as follows: <ul style="list-style-type: none"> • Contract • Dates • Receipt • Delivery • Transaction Specific 	
51.1	3-Sep-98	s25	Flat Files should be ASCII comma separated value (.csv) format.	
51.3	3-Sep-98	s26	Provisions to provide 'comment' rows within the flat file should be made. These rows should be ignored for processing purposes.	
51.4	3-Sep-98	s27	The order of elements within the flat file should be that identified within the standards.	
51.8	3-Sep-98	s28	Each transaction (e.g. nomination) within a flat file should be represented by a single row layout.	
52	3-Sep-98	s29	Where display information on a Customer Activities site is derivable from data provided in a previous upload or download, the information should not be included in the EDI/EDM standards [or FF/EDM standard, for later consideration] that directly correspond to the EBB/EDM page being displayed	
53	17-Sep-98	s30	The industry should use common codes for location points and legal entities when communicating via EDI/EDM, EBB/EDM and/or FF/EDM. The corresponding common code name should also be used in EBB/EDM.	

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IN GROUP ORDER				
#	Minutes Meeting Date	Group	Language	Review
57	17-Sep-98	s31	Customer Activities Web pages should support entry of the maximum length for valid data, however, display can be done in a manner to minimize left to right scrolling.	
58	17-Sep-98	s32	On Customer Activities Web pages , informational display fields can be displayed with related data.	
7A	17-Sep-98	s33	Providers of Customer Activities EBB/EDM sites should ensure that the site operates on the "Technical Characteristics of the Client Workstation" described in the appendix of the Electronic Delivery Mechanism Related Standards manual. This appendix, listing examples of hardware and software configurations that providers should meet, should be reviewed and updated by the Future Technology Task Force, at a minimum, by the spring of each year and presented to the GISB Executive Committee for adoption by the June meeting of that group.	
8A	17-Sep-98	s34	Access to the "Customer Activities" site should be protected by HTTP Basic Authentication or similar logon/password mechanism(s) using 40-bit encryption. A "Customer Activities" site should typically require a single logon/password pair for each user session.	
8B	17-Sep-98	s35	At a minimum, data communications for the "Customer Activities" sites should utilize 40 bit encryption. Where possible, 128 bit encryption is strongly recommended.	
8C	17-Sep-98	s36	Custom downloadable modules presented by a "Customer Activities" site should be signed by the author. The signatures on these modules should be communicated in advance to site users.	
8D	17-Sep-98	s37	In the Navigational Area of the Informational Postings Web Site, the navigational link for "Customer Activities" should appear directly above the navigational link for "Site Map."	
9A	17-Sep-98	s38	Private network connections to GISB EDM* sites may be at any point on the TSP firewall boundary at the TSP's discretion on a non-discriminatory access basis. The specific type and speed of these connections should be mutually agreed. It is at the discretion of the TSPs on how multiple private network connections should be managed, so long as such management is done on a non-discriminatory access basis. TSPs are not responsible for any additional security exposures when using these private network connections. * This includes all GISB standardized Internet communication.	
62	1-Oct-98	s39	On Customer Activities Web sites, nominations data entry should be available on the "Form" and the Transportation Service Provider may also provide for nominations data entry on the "Matrix".	

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IN GROUP ORDER																				
#	Minutes Meeting Date	Group	Language	Review																
64	1-Oct-98	s40	<p>On the nominations entry screen, data should be organized in logical groupings as defined in the Data Dictionary. The initial data element should be:</p> <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;"><u>DATA GROUP</u></td> <td style="text-align: center;"><u>INITIAL ELEMENT</u></td> </tr> <tr> <td>Business Entity</td> <td>Transportation Service Provider</td> </tr> <tr> <td>Contracts</td> <td>Service Requester Contract</td> </tr> <tr> <td>Date</td> <td>Beginning date</td> </tr> <tr> <td>Location</td> <td>Receipt Location</td> </tr> <tr> <td>Receipt</td> <td>Receipt Location</td> </tr> <tr> <td>Delivery</td> <td>Delivery Location</td> </tr> <tr> <td>Transaction Specific</td> <td>Transaction Type</td> </tr> </table>	<u>DATA GROUP</u>	<u>INITIAL ELEMENT</u>	Business Entity	Transportation Service Provider	Contracts	Service Requester Contract	Date	Beginning date	Location	Receipt Location	Receipt	Receipt Location	Delivery	Delivery Location	Transaction Specific	Transaction Type	
<u>DATA GROUP</u>	<u>INITIAL ELEMENT</u>																			
Business Entity	Transportation Service Provider																			
Contracts	Service Requester Contract																			
Date	Beginning date																			
Location	Receipt Location																			
Receipt	Receipt Location																			
Delivery	Delivery Location																			
Transaction Specific	Transaction Type																			
65	1-Oct-98	s41	In the Form area of the nominations entry screen, the data groups should appear in the following order: Business Entity, Contract, Date, Receipt, Delivery and Transaction Specific.																	
66	1-Oct-98	s42	The Transportation Service Provider's Customer Activities Web Site should include the name, nickname, or name abbreviation of the Parent Company and/or Transportation Service Provider so that it will appear first in the browser title bar.																	
68	1-Oct-98	s43	Columns and data fields that would contain data not supported by the Transportation Service Provider should be eliminated on display and/or entry, and left empty on download. [REPLACEMENT TO GISB STANDARD NO. 4.3.34]																	
69	1-Oct-98	s44	When the nominations form and the nominations matrix for the Customer Activities Web site are separate Web pages, a subset of the form may be included by the Transportation Service Provider in the upper content area of the matrix page.																	

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Appendix

Abbreviation Table for Recommended Standard 49

Full Name	Abbreviation
Customer Activities	Customer Activities
Nominations	Nominations
Flowing Gas	Flowing Gas
Invoicing	Invoicing
Capacity Release	Capacity Release
Contracts	Contracts
Informational Postings	Info Postings
Site Maps	Site Maps
Nomination Area	Nominations
Nomination	Nom
Nomination Quick Response	Nom QR
Request for Confirmation	Req for Conf
Confirmation Response	Conf Resp
Confirmation Response Quick Response	Conf Resp QR
Scheduled Quantity	Sched Qty
Scheduled Quantity	Sched Qty Oper
Flowing Gas Area	Flowing Gas
Pre-determined Allocation	PDA
Pre-determined Allocation Quick Response	PDA QR
Allocation	Allocation
Shipper Imbalance	Shipper Imbal
Measurement Information	Meas Info
Measured Volume Audit Statement	Meas Vol Audit
Invoicing Area	Invoicing
Invoice	Invoice
Service Requester Level Charge/Allowance Invoice	Svc Req Invc
Payment Remittance	Pmt Remit
Statement of Account	Stmt of Acct
Capacity Release Area	Capacity Release
Offers	Offers
Bids	Bids
Awards	Awards
Contracts Area	Contracts

Implementation Guide Recommendations -- September 17, 1998
Amended October 1, 1998

Implementation Guide Content under Customer Activities Sites

Minimum Technical Characteristics of the Client Workstation

Configuration* Description:

Hardware:

CPU >= 166 MHz

Memory >= 64 MB Physical

Display Resolution >= 800 x 600

Operating Systems:

Multi-threaded and preemptive

Connection:

>=56KB (V90)

Browser Characteristics (includes defined GISB current versions):

Features as supported by both Netscape®¹ v4.06 and Internet Explorer®² v4.0 sp1 including:

- Frames and nested frames
 - Tables and nested tables
 - Style Sheets
 - HTML
 - Cookies
 - JavaScript
 - SSL®³ (40 Bit RSA)
-
- JAVA®⁴ 1.1.6 Sun®⁴ JDK (plug-in)
 - ActiveX®² (Plug-in for Netscape®¹)
 - ICA®⁵ v4 (Plug-in)

*configuration shown indicates a minimum except where a specific level is established. "Minimum" implies a level where a reasonable experience for the user may be achieved. These levels also indicate the level that a user may expect that a client has been tested. Results may be less than satisfactory or may preclude use of a site if the user chooses to use anything less than those levels shown.

¹ Netscape® is a registered trademark of Netscape Communications Corp.
² Internet Explorer® and ActiveX® are registered trademarks of Microsoft Corporation.
³ SSL® is a registered trademark of Solid State Logic Limited.
⁴ JAVA® and Sun® are registered trademarks of Sun Microsystems, Inc.
⁵ ICA® is a registered trademark of Citrix Systems, Inc.

Implementation Guide Recommendations -- September 17, 1998
Amended October 1, 1998

Example Configurations of Client for Accessing Customer Activities Sites⁶

EXAMPLES BELOW REPRESENT A NON-COMPREHENSIVE SET OF CONFIGURATIONS WHICH A CLIENT MAY USE. THIS EXAMPLE LIST IN NO WAY SHOULD BE CONSTRUED AS AN ENDORSEMENT BY GISB OF ANY SPECIFIC PRODUCTS. OTHER PRODUCTS MEETING THE MINIMUM TECHNICAL CHARACTERISTICS OF THE CLIENT WORKSTATION MAY BE MAY BE USED.

Hardware:

CPU: P166 MHz or higher
Memory >= 64 MB Physical
Display Resolution >= 800 x 600
Pointing Device with left and right click capability

Operating Systems:

Windows^{®7} 95
Windows^{®7} 98
Windows^{®7} NT 4.0 service pack 3

Connection:

56KB (V90) modem
ISDN
Direct Connect (T1, Fractional T1...)

Browser:

Netscape^{®8} Communicator/Navigator v4.06
Microsoft Internet Explorer^{®9} v4.0 service pack 1

Plug-ins:

JAVA^{®10} 1.1.6 Sun JDK (Activator)
ActiveX^{®9} (Plug-in for Netscape)
ICA^{®11} v4 (Plug-in)

SPECIFIC PRODUCTS SHOULD BE REVIEWED PRIOR TO IMPLEMENTATION FOR YEAR 2000 COMPLIANCE.

⁶ **Note to EII Task Force from the Future Technology Task Force (9/11/98):**

There is still a review of port numbers possibly needed to be opened on the client-side for certain protocols to be used. We want to arrive at a limited list on which users may rely to be able to access many TSP sites. Along with this, will be some other firewall administration notes addressing items such as applets. We intend to complete this draft in our October FTTF meeting.

⁷ Windows[®] is a registered trademark of Microsoft Corporation.

⁸ Netscape[®] is a registered trademark of Netscape Communications Corp.

⁹ Internet Explorer[®] and ActiveX[®] are registered trademarks of Microsoft Corporation.

¹⁰ JAVA[®] is a registered trademark of Sun Microsystems. Inc.

¹¹ ICA[®] is a registered trademark of Citrix Systems, Inc.

Implementation Guide Recommendations -- September 17, 1998

Implementation Guide Content under Security for Customer Activities Sites

THE LIST OF PRODUCTS BELOW REPRESENT A NON-COMPREHENSIVE SET WHICH A CLIENT MAY USE. THIS LIST IN NO WAY SHOULD BE CONSTRUED AS AN ENDORSEMENT BY GISB OF ANY SPECIFIC PRODUCTS. OTHER PRODUCTS MEETING THE MINIMUM TECHNICAL CHARACTERISTICS OF THE CLIENT WORKSTATION MAY BE MAY BE USED.

[The GISB Future Technology Task Force will review this on an annual basis during the version check cycle.]

Minimum

40 bit* SSL® or 40 bit* RSA JAVA®¹² communications or 40 bit* Secure ICA®¹³

*128 bit encryption is strongly recommended where possible.

SPECIFIC PRODUCTS SHOULD BE REVIEWED PRIOR TO IMPLEMENTATION FOR YEAR 2000 COMPLIANCE.

¹²

JAVA® is a registered trademark of Sun Microsystems. Inc.

¹³

ICA® is a registered trademark of Citrix Systems, Inc.

Implementation Guide Recommendations -- September 17, 1998

Implementation Guide Content under Redundancy

**In this context redundancy refers to normal operations redundancy (as opposed to disaster recovery contingencies).*

Customer Activities Sites

Users and providers should consider but not be limited to the following possibilities to achieve redundant connectivity:

1. Multiple dial-up connections
2. Multiple leased line connections
3. Multiple Internet service providers
4. Combinations of the above
5. Geographically diverse connections
6. Topographically diverse connections; i.e., connections which result in Internet pathways that do not pass through a single point/service/router
7. Multiple power sources for network equipment

Items 1-5 are potential means of achieving the defining characteristic of item 6. The intent is to eliminate the possibility of a single point of failure.

EDI/EDM Sites

Three possible approaches are:

1. Maintain multiple ISPs and multiple points of connectivity, each of which was identified by the same URL making the process of redundancy transparent to the sender.
2. Maintain different Internet connectivity URLs (presumably on topographically different ISPs). For this to result in communication redundancy, the sender should know of the existence of the secondary URL and have programming in place that will automatically switch batch-browser transmissions to the secondary URL when the primary URL is unavailable.
3. Maintain multiple connections to the same ISP. This involves only one URL but the presumption would be that the ISP would provide alternate diverse paths for the URL.

Receivers may maintain multiple URLs and, if such have been disclosed, the sender should attempt to use these during primary URL outages. The redundant public Internet connections can be through a single ISP or multiple ISPs.

If multiple URLs are provided for EDM access, the following conditions should be met:

1. The information provided by each URL should be exactly the same, although trans-ids can be different.
2. The trading partners should be informed of both URLs and their availability by system wide notice or by TPA.

Implementation Guide Recommendations -- September 17, 1998

Implementation Guide Content under Redundancy (Continued)

The URLs should be identified as primary and secondary if either:

1. There is a TSP connection speed difference between the URLs (The faster connection listed as primary).

or

2. One URL is only available when the other is down (primary URL being the most available).

The URLs should be listed as primary and alternate if:

1. The URLs have the same TSP connection speed.

and

2. The URLs are customarily available simultaneously.

Note: A URL is considered available (in the context of communication redundancy) if all the IP facilities are properly functioning up to and including the HTTP service. This would include any TSP provided facilities including firewalls, DNS servers, routers, hubs, LANs, etc. that are between the TSP's HTTP server and the ISP's point of presence.

NOMINATION DATA DICTIONARY
Usage for ALL MODEL TYPES
Amended October 2, 1998

Business Name / Abbreviation	Definition	Group Pathed	Group NP	Group PNT	EBB Usage	EDI Usage	FF Usage	Condition
Associated Contract	Associated contract that provides the rights or information needed to process a transaction with respect to a service requester's contract.	TSDG	TSDG	TSDG	MA	MA	MA	
Beginning Date	This is the date that a transaction is to be initiated. It includes the century.	DDG	DDG	DDG	M	M	M	
Beginning Time	This is the time that a transaction is to be initiated.	DDG	DDG	DDG	BC	BC	BC	Used where Transportation Service Providers support a Beginning Time in Nominations.
Bid Transportation Rate	This field reflects the rate under which the shipper is requesting service.	TSDG	TSDG	TSDG	BC	BC	BC	For Nomination - required by transportation service providers that offer services where shippers are allowed to nominate a different rate and then receive a different priority in the scheduling of this capacity. The capacity is 're-tendered' daily under blanket contracts and several prices may be nominated under the same contract over an identical time period.
Capacity Type Data	Type of capacity being requested. For example: primary to primary, secondary to secondary, primary to secondary, secondary to primary, interruptible.	TSDG	TSDG	TSDG	MA	MA	MA	
Capacity Type Indicator					O1	MA	MA	
Capacity Type Name					O1	N/U	N/U	
Deal Type	A Transportation Service Provider supplied identifier which allows the Service Requester to specify the specific transportation arrangement	TSDG	TSDG	TSDG	MA	MA	MA	Used if the Transportation Service Provider offers the ability for different arrangements under a contract and receipt/delivery.

Business Name / Abbreviation	Definition	Group Pathed	Group NP	Group PNT	EBB Usage	EDI Usage	FF Usage	Condition
	under a contract and receipt/delivery. The transportation arrangements may vary in terms of rates, volume commitments, fuel requirements or other terms offered by the Transportation Service Provider.							
Delivery Location Data		DelDG	DelDG	DelDG	C	C	C	For Nomination - based on Model Type and Transaction Type. Required if Pathed or Pathed Non-Threaded Model - Threaded Segment. If Non-Pathed Model or Pathed Non-Threaded Model- Unthreaded Segment, either Receipt or Delivery Location is required.
Delivery Location*	The location where the quantity will be scheduled for delivery by the Transportation Service Provider.				C1/O1	C1	C1	
Delivery Location Name					O/O1	N/U	N/U	
Delivery Location Proprietary Code					O/O1	C1	C1	
Delivery Rank (Priority)	This is the scheduling rank (priority) assigned to the quantities on the upstream side of the flange at the delivery location. Priority 1 means the highest priority. Priorities 2, 3, etc. are in descending order of priority. Quantities assigned the same rank will be scheduled on a pro rata basis.	DelDG	DelDG	DelDG	C	C	C	Sender's option when the model used is 'Pathed', 'Non-Pathed' or 'Pathed Non-Threaded - Pathed Segment'. If not provided, a default specified by the service provider will be utilized.
Downstream Contract Identifier	This field identifies the contract of the party who is receiving the quantities from the service requester.	DelDG	DelDG	DelDG	BC	BC	BC	For Nomination, Scheduled Quantities, Request for Confirmation and Confirmation Response - This field is used by transportation service providers who confirm by contract at custody transfer locations (e.g. pipeline to pipeline interconnects, pooling points, logical points).
Downstream Identifier		DelDG	DelDG	DelDG	C	C	C	For Nomination - based on Model Type

Business Name / Abbreviation	Definition	Group Pathed	Group NP	Group PNT	EBB Usage	EDI Usage	FF Usage	Condition
Data								and Delivery Location. Required if Model Type is Pathed. If Delivery Location is present, required for Non-Pathed Model and Pathed Non-Threaded Model - Unthreaded Segment. Will not be used for the Pathed Non-Threaded Model - Threaded Segment.
Downstream Identifier Code*	This field identifies the party who is receiving the quantities from the service requester.				C/O1	C	C	
Downstream Entity Name					O/O1	N/U	N/U	
Downstream Package ID	Service Requester assigned identifier which corresponds to the Package ID on the downstream Transportation Service Provider.	DeIDG	DeIDG	N/A	MA	MA	MA	This data element is not used for the Pathed Non-Threaded Model Type.
Downstream Rank (Priority)	This is the scheduling rank (priority) assigned to the quantities on the downstream side of the delivery location. If it is a physical location, it can be thought of as the downstream side of the flange. Priority 1 means the highest priority. Priorities 2, 3, etc. are in descending order of priority. Quantities assigned the same rank will be scheduled on a pro rata basis.	DeIDG	DeIDG	DeIDG	C	C	C	Sender's option when the model used is 'Pathed Non-Threaded - Unthreaded Segment' and may be mutually agreed to for 'Pathed' or 'Non-Pathed' models.
Ending Date	This is the last date that the transaction is to finish. It includes the century.	DDG	DDG	DDG	M	M	M	
Ending Time	This is the time at which the transaction is to finish. If the Ending Time is not sent, the time defaults to the end of the gas day.	DDG	DDG	DDG	M	M	M	
Model Type Data	This field identifies the type of nomination structure being used. Types are: Pathed, Non-Pathed and Pathed Non-Threaded.	CDG	CDG	CDG	O	M	M	
Model Type					O	M	M	
Model Type					O	N/U	N/U	

Business Name / Abbreviation	Definition	Group Pathed	Group NP	Group PNT	EBB Usage	EDI Usage	FF Usage	Condition
Name								
Nominator's Tracking ID	This is created by the originator of the process. It is line item specific and is used by the originator of the process to tie quick response and scheduled quantities to nominations. It is not validated by the receiver of the process nor is it a key in the receiver of the process' database. The receiver of the process will not track this identifier but merely echo it back in the response document. This identifier is used for EDI only and will not be utilized on added to EBBs. This data element contains alpha-numeric data.	N/A	N/A	N/A	N/U	M	M	
Package ID	Service Requester assigned identifier used to differentiate between discrete business transactions.	TSDG	TSDG	TSDG	SO	SO	SO	
Quantity Data	The amount expressed is a quantity per gas day in standard units.	N/A	N/A	N/A	M	M	M	
Quantity		N/A	N/A	N/A	N/U	M	M	
Delivered Quantity	The quantity to be delivered.	DelDG	DelDG	DelDG	O1	MA	MA	This quantity may be used when the Quantity Type = 'R (Receipt)' and the quantity specified in the Quantity data element is the receipt quantity. This element is only used on the Pathed Model and the Threaded Segment of the Pathed Non-Threaded Model.
Receipt Quantity		RDG	RDG	RDG	O1	N/U	N/U	
Quantity Type Indicator	This element indicates which quantity (the receipt, delivery or both) is kept whole for fuel calculation purposes.	TSDG	TSDG	TSDG	M	M	M	Note: Value can be implied by which field the quantity is entered in.
Receipt Location Data		RDG	RDG	RDG	C	C	C	For Nomination - based on Model Type and Transaction Type. Required if Pathed or Pathed Non-Threaded Model - Threaded Segment. If Non-Pathed Model or Pathed Non-Threaded Model- Unthreaded Segment, either Receipt

Business Name / Abbreviation	Definition	Group Pathed	Group NP	Group PNT	EBB Usage	EDI Usage	FF Usage	Condition
								or Delivery Location is required.
Receipt Location*	The location where the quantity will be scheduled for receipt by the transportation service provider.				C1/O1	C1	C1	O1 - At least one is required C1 - Based on model type, send common code if available O - Display is optional
Receipt Location Name					O/O1	N/U	N/U	
Receipt Location Proprietary Code					O/O1	C1	C1	
Receipt Rank (Priority)	This is the scheduling rank (priority) assigned to the quantities on the downstream side of the flange at the receipt location. Priority 1 means the highest priority. Priorities 2, 3, etc. are in descending order of priority. Quantities assigned the same rank will be scheduled on a pro rata basis.	RDG	RDG	RDG	C	C	C	Sender's option when the model used is 'Pathed', 'Non-Pathed' or 'Pathed Non-Threaded - Pathed Segment'. If not provided, a default specified by the service provider will be utilized.
Service Provider's Activity Code	Service provider's code for the activity requested by service requester.	TSDG	TSDG	TSDG	MA	MA	MA	
Service Requester Data	Identifies the party requesting the service, or their agent.	BEDG	BEDG	BEDG	M	M	M	
Service Requester*					M/O1	M	M	
Service Requester Name					O/O1	N/U	N/U	
Service Requester Contract	This is the contract under which service is being requested.	CDG	CDG	CDG	M	M	M	
Time Stamp	Date and time when data left control of the Service Requester.	TSDG	TSDG	TSGD	O	M	M	
Transaction Type Data	This field identifies the specific type of transaction. This field will be populated with GISB approved transaction types. For example: authorized overrun, imbalance payback to pipeline, imbalance	TSDG	TSDG	TSGD	M	M	M	

Business Name / Abbreviation	Definition	Group Pathed	Group NP	Group PNT	EBB Usage	EDI Usage	FF Usage	Condition
	payback from pipeline, plant thermal reduction, current business, pooling, injection, withdrawal. The default value is current business.							
Transaction Type					O1	M	M	
Transaction Type Description					O1	N/U	N/U	
Transportation Service Provider Data	Identifies the party providing the requested service.	BEDG	BEGD	BEDG	M	M	M	
Transportation Service Provider*					M/O	M	M	
Transportation Service Provider Name					M	N/U	N/U	Note: TSP name in the title bar can satisfy this data requirement.
Upstream Contract Identifier	This field identifies the contract of the party who is supplying the quantities to the service requester.	RDG	RDG	RDG	BC	BC	BC	For Nomination - This field is used by transportation service providers who confirm by contract at custody transfer locations (e.g. pipeline to pipeline interconnects, pooling points, logical points).
Upstream Identifier Data		RDG	RDG	RDG	C	C	C	For Nomination - based on Model Type and Receipt Location. Required if Model Type is Pathed. If Receipt Location is present, required for Non-Pathed Model and Pathed Non-Threaded Model - Unthreaded Segment. Will not be used for the Pathed Non-Threaded Model - Threaded Segment.
Upstream Identifier Code*	This field identifies the party who is supplying the quantities to the service requester.				C/O1	C	C	
Upstream Entity Name					O/O1	N/U	N/U	This data element is not used for the Pathed Non-Threaded Model Type.
Upstream Package ID	Service Requester assigned identifier which corresponds to the Package ID on the upstream Transportation	RDG	RDG	N/U	MA	MA	MA	

Business Name / Abbreviation	Definition	Group Pathed	Group NP	Group PNT	EBB Usage	EDI Usage	FF Usage	Condition
	Service Provider.							
Upstream Rank (Priority)	This is the scheduling rank (priority) assigned to the quantities on the upstream side of the receipt location. It can be thought of as the upstream side of the flange. Priority 1 means the highest priority. Priorities 2, 3, etc. are in descending order of priority. Quantities assigned the same rank will be scheduled on a pro rata basis.	RDG	RDG	RDG	C	C	C	Sender's option when the model used is 'Pathed Non-Threaded - Unthreaded Segment' and may be mutually agreed to for 'Pathed' or 'Non-Pathed' models.

*Indicates Common Code

O1 - At least one is required

C1 - Based on model type, send common code if available

O - Display is optional

Purple (violet?) highlighted data usage is dependent upon whether common codes always have to be sent/displayed, or whether names can take the place of common codes on EBBs. If the latter is true, the non-highlighted conditions can be used.

CDG - Contracts Data Group

DDG - Dates Data Group

RecDG - Receipt Data Group

DelDG - Delivery Data Group

TSDG - Transaction Specific data group

BEDG - Business Entity Data Group



GAS INDUSTRY STANDARDS BOARD
GISB EXECUTIVE COMMITTEE MEETING
MEETING MATERIALS
OCTOBER 15, 1998

5. COMMON CODES

- Jerry Hahn will update the Executive Committee on the progress made to date with Dun and Bradstreet regarding common codes for business parties, and the activities regarding the Request For Proposals on code assignors for the DRN Number.





GAS INDUSTRY STANDARDS BOARD
GISB EXECUTIVE COMMITTEE MEETING
MEETING MATERIALS
OCTOBER 15, 1998

6. 1998 & 1999 ANNUAL PLAN

- Please review the attached 1998 Annual Plan, 1998 Maintenance Plan and the 1999 Annual Plan.
 - **The Executive Committee will be asked to determine what actions should be taken in this meeting to ensure that the Annual Plan dates are met.**
 - Ms. McVicker will update the Executive Committee regarding Title Transfer Tracking.
 - Ms. Davis will update the Executive Committee regarding Allocation Grid Drafting Team and the expectations regarding the completion date of fourth quarter 1998.
 - Mr. Buccigross will update the Executive Committee regarding Imbalance Subcommittee and the expectations regarding the completion date of first quarter 1999.
 - Ms. Munson and Ms. Scott will update the Executive Committee regarding Cross Contract Ranking Task Force, scheduled to meet for the first time on November 16. They will present a plan with an expected completion date on first quarter 1999.
 - **The Executive Committee is asked to review the 1999 Annual Plan,** drafted through the efforts of: Jerry Hahn, Mike Bray, Dolores Chezar, Keith Sappenfield, and Kelly Daly from the Executive Committee; and Stan Horton, Steve Bergstrom, Mary Jane McCartney, Nancy Laird and led by Jim Templeton from the Board of Directors. **The Executive Committee should suggest changes if any and vote to endorse the plan.** It will be approved by the Board of Directors on December 3.
-



Gas Industry Standards Board

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GAS INDUSTRY STANDARDS BOARD
1998 ANNUAL PLAN UPDATED AUGUST 31, 1998

<u>ITEM DESCRIPTION</u>	<u>STATUS</u>	<u>SCHEDULED COMPLETION DATE</u>
FINISH THE WORK OF THE OPEN ISSUES		
✓ 1. Intraday Compromise Model	Completed - 3/12/98	1st Qtr 1998
✓ 2. Contracts -- Gas Day Trades	Completed - 6/26/98	1st Qtr 1998
✓ 3. OBA standards	Completed - 7/29/98	2nd Qtr 1998
4. Imbalance netting standards	In Progress	4th Qtr 1998
✓ 5. Contracts -- Trading Partner Agreement	Completed - 8/20/98	2nd Qtr 1998
6. Title Transfer Tracking (Nominations/Confirmations)	In Progress	4th Qtr 1998
7. Ranking Across Contracts	Task Force set up on 7/16/98	4th Qtr 1998
8. Multi-tiered Allocations - Allocation Grid Data Team	In Progress	4th Qtr 1998
9. Critical Notices	In Progress	4th Qtr 1998
WEB PAGE STANDARDS & TRANSITION OF EBBS TO INTERNET		
✓ 10. Report to FERC on Internet	Completed 3/20/98	1st Qtr 1998
✓ 11. Standards Development for Web Pages	Non-transactional standards completed on 6/26/98	2nd Qtr 1998
✓ 12. Plan for the transition of EBB functions to the Internet	Roadmaps prepared on 7/1/98.	2nd Qtr 1998
13. Development of standards for the transition of EBB functions	EC approved time line 8/20/98	see 1999 Plan
PROGRAM OF STANDARDS MAINTENANCE		
✓ 14. Update prepared for the Board by the Executive Committee officers regarding the maintenance plan	Completed 12/8/97	4th Qtr 1997
15. Schedule for Future Releases of Data Sets and Related Business Practice Standards - Pending Requests and Future Maintenance Needs Flowing Gas and Invoicing	In Progress	1998
Nominations and Capacity Release		1999
16. Ongoing Interpretations for Clarifying Language Ambiguities	In Progress	Ongoing
17. Ongoing work on Code Values and Other Technical Matters	In Progress	Ongoing
18. Common Codes Reference for Business Parties	In Progress	4th Quarter 1998

Bolded and highlighted items are likely to carry over to 1999 for completion.



GAS INDUSTRY STANDARDS BOARD

1998 ANNUAL PLAN

MAINTENANCE PLAN

Approved by the Board of Directors on December 8, 1997

Updated September 1, 1998



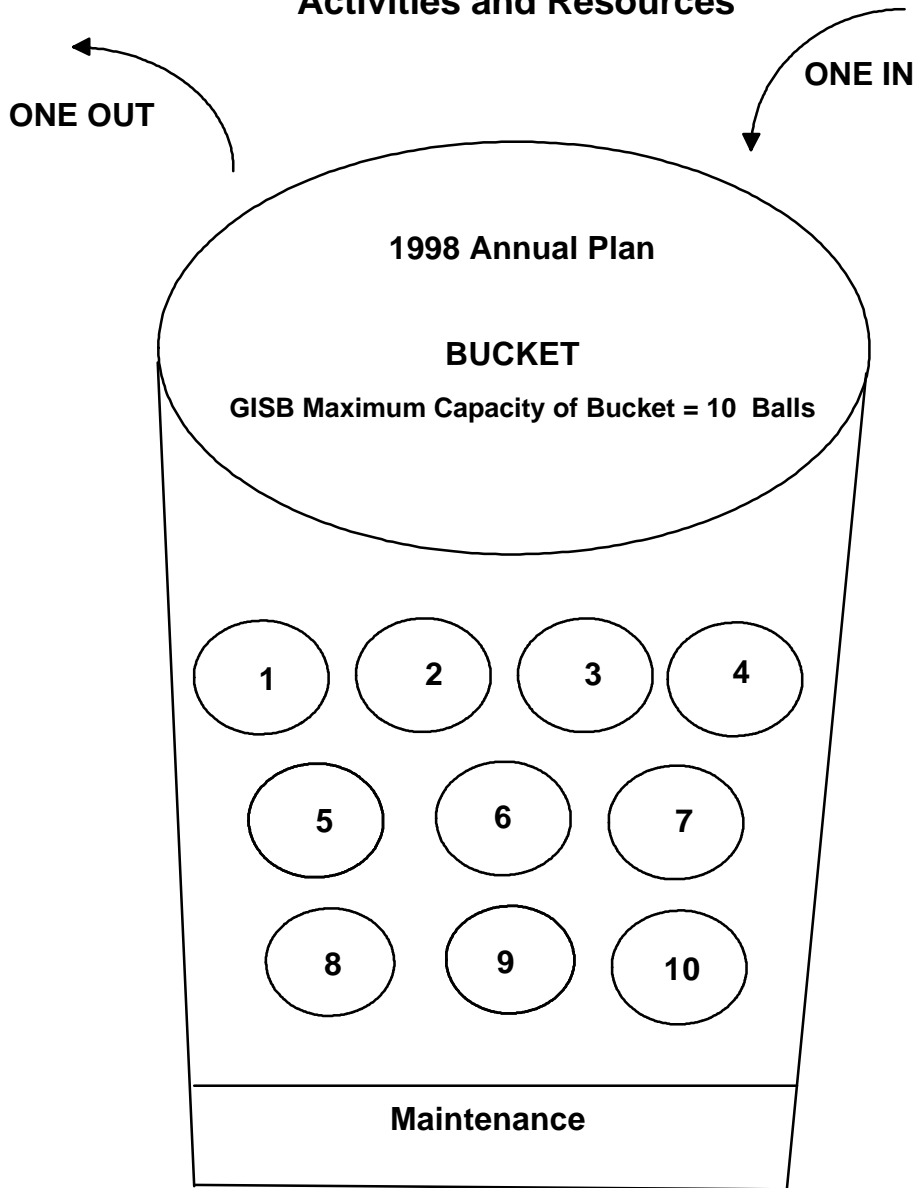
**GAS INDUSTRY STANDARD BOARD
1998 ANNUAL PLAN**

<u>ITEM</u>	<u>COMPLETION DATE</u>
①. Intraday Compromise Model	1st Qtr 98
②. Contracts - Gas Day Trades	1st Qtr 98
③. OBA Standards	2nd Qtr 98
④. Imbalance Netting Standards	2nd Qtr 98
⑤. Contracts - Trading Partner Agreement	2nd Qtr 98
⑥. Title Transfer Tracking	4th Qtr 98
⑦. Ranking across Contracts	4th Qtr 98
⑧. Multi-tiered Allocations	4th Qtr 98
⑨. Common Look and Feel Web Pages	2nd Qtr 98
⑩. EBB to Internet Transition of Functions	To Be Determined ¹
- Standards Maintenance	Ongoing

¹ FERC NOPR (587-F) -- June 1, 1999.

GAS INDUSTRY STANDARDS BOARD

**1998 Annual Plan
Activities and Resources**



The Annual Plan incorporates the concept of a reasonable work load of from 5-10 items during any year. Imagine a "bucket" that contains from 5 to 10 balls in it. In order to add a "new ball", an existing or "old ball" must be removed, i.e. completed. This approach ensures that as an organization, GISB will be able to govern its work load so that its many stakeholders, including its members and the many industry volunteers working on these projects will be reasonably assured of successful completion of these 5-10 items during any given year.

In prioritizing active requests, and taking into account the development of a Maintenance Plan, the Executive Committee reviews the pending requests and assigns them a priority based on the following criteria:

- 1) The requests would be logically grouped by the subject of the activity. For example, the annual plan activity for item **Title Transfer Tracking** would include all pending requests relevant to title transfer tracking -- R96025, R96048, R97019, R97043, R97048 and R97049.
- 2) Next, all **Flowing Gas** requests would be grouped together so that they are processed as a 'group' of related items, (the 1998 Annual Plan identifies **Flowing Gas** and **Invoicing** items as 1998 work projects -- **Nominations** and **Capacity Release** are slated for focus during 1999 but may begin in 1998 if all Flowing Gas and Invoicing requests are addressed).
- 3) Any **EDM, Contracts** or **Other** requests would be addressed as dictated by the Annual Plan and would be triaged accordingly.
- 4) Pending requests related to **Code Values** and **Other Technical Matters** as well as **Interpretations for Clarifying Language Ambiguities** would be dealt with on an ongoing basis and would be triaged accordingly.

As Request for New Standards, Modifications to Existing Standards, or Clarifications are received during 1998, the Triage Subcommittee will assign a priority pursuant to the above criteria and instructions. If a Request is received and the Triage Subcommittee determined that it will not be processed until the next Annual Plan cycle (re: 1999), then the Executive Committee will, upon acceptance of the Triage Subcommittee recommendation, instruct the Executive Director to notify the Requesting Party accordingly.

As noted in the Annual Plan, a schedule will be developed by the Executive Committee with respect to future releases of data sets and related business practice standards. The publication schedule will be developed in conjunction with the Maintenance Plan.

Maintenance Plan

Item 3 of the 1998 Annual Plan: Organized Program of Standards Maintenance

3(a) **Update:** Materials were presented to the Board of Directors at the December 8, 1997 meeting and the plan was approved by the Board of Directors.

3(b) **Schedule of Future Releases:**

- July 1998 Version 1.3 (update of all standards manuals with the changes adopted since Version 1.2 issued on July 31, 1997)
- July 1999 Version 2 (update of only Flowing Gas and Invoices Standards Manuals)
- July 2000 Version 2 (update of only Nominations and Capacity Release Manuals)

3(c) and 3(d) **Interpretations, Code Values, Other:** will be included in ongoing Annual Plan projects and Future releases as appropriate.



**1998 GISB MAINTENANCE PLAN
SUMMARY OF REQUESTS
FOR STANDARDS AND CLARIFICATIONS**

	<u>Total</u>	<u>Requests for Standards and modifications</u>	<u>Requests for Clarifications</u>
Total	377	314	63
Completed	<u>279</u>	<u>222</u>	<u>57</u>
Pending	98	92	6
			<u>Pending</u>
		Postponed	5
		Out for Ratification	3
		Out for Industry Comment	0
		Awaiting Triage	0
		In Committee	90
			<u>Current Period</u>
		New Requests this period ¹	2
		Completed this period ²	13

¹ "This period" refers to July 1, 1998 to September 30, 1998

² "Completed" is composed of ratified standards and interpretations from July through September, 1998, requests are canceled by the Executive Committee and requests withdrawn by the requester that were not resubmitted by another party. Requests that are partially complete are considered pending until all parts have been completed.



1998 GISB MAINTENANCE PLAN
SUMMARY OF "OPEN" REQUESTS INCLUDED IN THE MAINTENANCE PLAN

1998:	FUNCTIONS	NUMBER OF REQUESTS
	Flowing Gas	18
	Invoicing	14
	EDM	6
	Title Transfer Tracking	6
	Contracts	9
	Code Values	1
	Other	8
		==
	TOTAL	62
1999:	FUNCTIONS	NUMBER OF REQUESTS
	Nominations	19
	Capacity Release	9
		==
	TOTAL	28
		==
GRAND TOTAL		90



1998 GISB MAINTENANCE PLAN
"OPEN" REQUESTS INCLUDED IN THE MAINTENANCE PLAN

FLOWING GAS	INVOICING	EDM ¹
R96007	R96121	R97071
R96008	R97088	R97103
R96056	R97090	R97104
R96124	R97091	R97126
R96131	R97094	R98022
R97020	R97123	
R97036	R97128	
R97086	R98003	
R97087	R98007	TITLE TRANSFER TRACKING²
R97093	R98008	R96025
R97119	R98009	R96048
R98001	R98010	R97019
R98005	R98021	R97043
R98006	R98025	R97048
R98011		R97049
R98012		
R98013	OTHER	CONTRACTS³
R98014	R96018(R/T Capacity Release)	R96004 (MTPA)
R98015	R96022 (Categories)	R97060 (MTPA)
	R97046 (Definitions)	R97117 (IMB)
	R97058 (D-U-N-S® No.)	R97118 (IMB)
CODE VALUES	R97108 (Review of BC Usage)	R98004 (Guaranty)
R97064	R97113 (Categories)	R98019 (Purchase/Sales)
	R97127 (Error Messages)	R98020 (Agency Agmt)
	C97001 (D-U-N-S® No.)	C97012 (OBA Std)
		C97013 (Imb Std)

¹ To be addressed with Annual Plan Item No. 2
² To be addressed with Annual Plan Item No. 1f
³ To be addressed with Annual Plan Item Nos. 1c, 1d, and 1e



1999 GISB MAINTENANCE PLAN
"OPEN" REQUESTS INCLUDED IN THE MAINTENANCE PLAN

NOMINATIONS

R96009
R97022
R97070
R97072
R97073
R97074
R97075
R97076
R97077
R97082
R97089
R97116
R97121
R97124
R97125
R97127
R98018
R98023
R98024
C96028

CAPACITY RELEASE

R96115
R97011
R97110
R97111
R97114
R97122
R98017
C98008
C98009

POSTPONED

R95002
R97030
R97041
R97061
R97083



Gas Industry Standards Board

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GAS INDUSTRY STANDARDS BOARD
1999 DRAFT ANNUAL PLAN -- SEPTEMBER 15, 1998

<u>ITEM DESCRIPTION</u>	<u>STATUS</u>	<u>SCHEDULED COMPLETION DATE¹</u>
Web Page Standards and Transition of EBBs to Internet		
1 Nominations Related Standards - EDI, Web Sites, Flat Files		First Qtr 1999
2 Flowing Gas Related Standards - EDI, Web Sites, Flat Files		First Qtr 1999
3 Invoicing Related Standards - EDI, Web Sites, Flat Files		Second Qtr 1999
4 Capacity Release Related Standards - EDI, Web Sites, Flat Files		Second Qtr 1999
5 Contracts Related Standards - EDI, Web Sites, Flat Files		Third Quarter 1999
6 New Business Function Related Standards - EDI, Web Sites, Flat Files		Fourth Quarter 1999
Common Codes		
7 Common Codes Reference for Business Parties & Locations		Second Quarter 1999
Finish Work of Open Issues -- Carry over Projects from 1998		
8 Imbalance netting standards		First Quarter 1999
9 Ranking Across Contracts		First Quarter 1999
Program of Standards Maintenance		
Nominations & Capacity Release		Fourth Quarter 1999
Ongoing Interpretations for Clarifying Language Ambiguities		Ongoing
Ongoing work on Code Values and Other Technical Matters		Ongoing

¹ Dates in the completion column are by end of the quarter. If one item is completed earlier than planned, another item can begin earlier and possibly complete earlier than planned. There are no begin dates on the plan.

POTENTIAL PROJECTS FOR CONSIDERATION FOR THE 2000 ANNUAL PLAN

PROJECT DESCRIPTION

- 1 Contracts Request No. R98019 -- Development of a Standard Long Term Base Contract for Purchase and Sales of Natural Gas
- * Others may be added -- please see text of the accompanying memo.



GAS INDUSTRY STANDARDS BOARD
GISB EXECUTIVE COMMITTEE MEETING
MEETING MATERIALS
OCTOBER 15, 1998

7. MISCELLANEOUS

- Attached are several items:
 - The calendar of meetings for the Board and Executive Committee for 1998.
 - The members and officers of the Board and Executive Committee and alternates.
 - Due Dates in 1998 for requests, recommendations and comments to be considered linked to Executive Committee meeting dates.
 - The calendar of meetings for 1998.





Gas Industry Standards Board

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September 15, 1998

1998/1999 Calendar of Board of Directors Meetings

<u>DAY</u>	<u>DATE</u>	<u>LOCATION</u>
Thursday	December 3, 1998	Houston
Thursday	March 4, 1999	Houston
Thursday	June 3, 1999	Houston
Wednesday	September 27, 1999	San Antonio
Thursday	December 2, 1999	Houston



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October 7, 1998

1998/1999 Calendar of Executive Committee Meetings

<u>DAY</u>	<u>DATE</u>	<u>LOCATION</u>
Thursday	November 19, 1998	Salt Lake City
Thursday	December 17, 1998	New York City
Thursday	January 21, 1999	Colorado Springs
Thursday	February 18, 1999	Houston
Thursday	March 19, 1999	Washington, DC
Thursday	April 16, 1999	Phoenix
Thursday	May 20, 1999	Houston
Thursday	June 17, 1999	Boston
Thursday	July 16, 1999	Las Vegas
Thursday	August 19, 1999	Houston
Thursday	September 16, 1999	Chicago
Thursday	October 21, 1999	Washington, DC
Thursday	November 18, 1999	Houston
Thursday	December 16, 1999	New York



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Gas Industry Standards Board

Board of Directors for 1998

End User Segment:

L.G. Brackeen, Vice President, Houston Lighting & Power
John Stevens, President & COO, Eastern Utilities Associates
Jim Templeton, Principal, Comprehensive Energy Services
Norman Davis, Manager Energy Purchases, International Paper
Michael Wallace, Assistant General Counsel, American Electric Power

Term Ending:

December 31, 1998
December 31, 1998
December 31, 1998
December 31, 1999
December 31, 1999

Local Distribution Companies Segment:

Walt DeForest, Sr. V.P., National Fuel Gas Distribution
Lee Stewart, President, Energy Transportation Services, Southern California Gas Co
Bill Boswell, V.P., Secretary & General Counsel, Peoples Natural Gas
Mary Jane McCartney, Sr. V.P., Gas Operations, ConEd
Andy Sonderman, Sec. & Gen. Counsel, Columbia Gas Distribution

Term Ending:

December 31, 1998
.December 31, 1998
December 31, 1999
December 31, 1999
December 31, 1999

Pipelines Segment:

Ron Mucci, V.P. & CIO, Williams Gas Pipelines
Bob Reid, Vice President, Colorado Interstate Gas
Rick Baish, President, El Paso Natural Gas
Stan Horton, Chairman & CEO, Enron Gas Pipeline Group
Terry McGill, President, Columbia Gulf Transmission

Term Ending:

December 31, 1998
December 31, 1998
December 31, 1998
December 31, 1999
December 31, 1999

Producer Segment:

Jeff Hutton, Vice President, Cabot Oil and Gas Corporation
Tammy Norman, Vice President, U.S. Physical Trading, Amoco
Allan Knopp, Director, Regulatory Affairs, Conoco
Nancy Laird, Group V.P. Marketing, PanCanadian Petroleum Ltd.
Richard Lindley, V.P. Natural Gas, FINA Oil and Chemical Company

Term Ending:

December 31, 1998
December 31, 1998
December 31, 1999
December 31, 1999
December 31, 1999

Services Segment:

Terry Ciliske, President & CEO, PG&E Texas Energy Company,
General Partner of PG&E Texas Industrial Energy, L.P.
Tim Janisse, Vice President, Administration, Engage Energy
Steve Bergstrom, Exec. Vice President, Dynegy Marketing and Trade
Julie Gomez, Vice President, Enron Capital & Trade Resources
Greg Lander, President, TransCapacity

Term Ending:

December 31, 1998
December 31, 1998
December 31, 1999
December 31, 1999
December 31, 1999



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Gas Industry Standards Board

Executive Committee for 1998

END USERS	TITLE AND COMPANY	TERM ENDING:
Dona Gussow	Systems Specialist, Florida Power and Light	December 31, 2000
Vacancy		December 31, 2000
Lee Smith	Vice President Gas Supply, Midland Cogeneration Venture	December 31, 1999
Diane McVicker	Principal Fuel Supply Analyst, Salt River Project	December 31, 1999
Kelly Daly	Partner, Morrison & Hecker, rep. Arizona Public Service Co.	December 31, 1998

LDCS	TITLE AND COMPANY	TERM ENDING:
Mike Novak	Assistant General Manager, National Fuel Gas Distribution	December 31, 2000
Gary Beland	Assistant Vice President, Energy Services, Providence Gas	December 31, 2000
Bill Oppenheim	Manager Gas Acquisition and Pricing, PECO Energy	December 31, 1999
Bob Betonte	Pipeline Products Manager, Southern California Gas	December 31, 1999
Chris Maturo	Manager, Energy Access System Project, NIPSCO Industries	December 31, 1998

PIPELINES	TITLE AND COMPANY	TERM ENDING:
Mike Bray	Vice President Corporate Rates & Regulatory Affairs, Duke Energy-PEPL	December 31, 2000
Paul Love	Director, Electronic Customer Services, Natural Gas Pipe Line of America	December 31, 2000
Norm Walker	Manager Gas Scheduling, El Paso Natural Gas	December 31, 1999
Shelley Corman	Vice President Regulatory Affairs, Northern Natural Gas Co. ¹	December 31, 1999
Dale Davis	Team Leader, Williams Gas Pipelines	December 31, 1998

PRODUCERS	TITLE AND COMPANY	TERM ENDING:
Richard Smith	Director, Regulatory Affairs, Mobil	December 31, 2000
Jerry Hahn	Vice President, Texaco Natural Gas Inc.	December 31, 2000
Bob Wallenhorst	Supervisor of Gas Control, Exxon Company U.S.A.	December 31, 1999
Paul Keeler	Senior Attorney, Burlington Resources	December 31, 1999
Joe Wiley	Mgr. Natural Gas Supply & Transportation, Marathon Oil Co.	December 31, 1998

SERVICES	TITLE AND COMPANY	TERM ENDING:
Jim Buccigross	Director & General Counsel, National Registry of Capacity Rights	December 31, 2000
Keith Sappenfield	Director Marketing Support, NorAm Energy Services	December 31, 2000
Mark Scheel	Manager Governmental Affairs, Dynegy Inc.	December 31, 1999
Carl Caldwell	Manager Energy Practice, Deloitte and Touche	December 31, 1999
Donna Scott	Director Electronic Commerce, Enron Administrative Services	December 31, 1998

¹ Shelley Corman represents Florida Gas Transmission Co., Northern Border Pipeline Co., Northern Natural Gas Co., and Transwestern Pipeline Co.



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Updated October 6, 1998

Gas Industry Standards Board

Deadlines for Comments, Recommendations, Triage of New Requests tied to Executive Committee Dates

<u>EC Date</u>	<u>Due Dates</u>	<u>Tasks</u>
10/15/98	September 10 October 1 October 5 October 8	Recommendations to be Considered by the Executive Committee are Due Requests to be Considered by the Executive Committee are Due Mail Executive Committee Book Request for Industry Comment on Proposed Standards and Interpretations Due
11/19/98	October 15 November 5 November 9 November 12	Recommendations to be Considered by the Executive Committee are Due Requests to be Considered by the Executive Committee are Due Mail Executive Committee Book Request for Industry Comment on Proposed Standards and Interpretations Due
12/17/98	November 12 December 3 December 7 December 10	Recommendations to be Considered by the Executive Committee are Due Requests to be Considered by the Executive Committee are Due Mail Executive Committee Book Request for Industry Comment on Proposed Standards and Interpretations Due

	Monday	Tuesday	Wednesday	Thursday	Friday	
Week One - SAN ANTONIO				1 BPS Conf. Call 3:00 - 5:00 p.m. EII Meeting - 8:30 a.m. to 2:30 p.m. - San Antonio	2 EII Meeting - all day - San Antonio	
Week Two - HOUSTON	5 Allocation Grid Data Team - 9am-Noon - Conf. Call Triage Call 2pm-3pm - CANCELLED	6 Technical Subcommittee - all day - Houston	7 Technical Subcommittee - all day - Houston	8 BPS Conf. Call 4:00 - 6:00 p.m. Imbalance Subcommittee Conf. Call - 9:00 a.m. to Noon	9 Future Technology Task Force - all day - Houston	
Week Three - HOUSTON	12 10 a.m. to Noon - Interpretations Subcom. Conf. Call 1pm-2pm Triage Call 2-4 EII Cleanup Conf Call	13 Information Requirements - all day - Houston	14 Information Requirements - all day - Houston	15 EC Meeting - Houston	16 EII Meeting - Houston	
Week Four - HOUSTON	19 Future Technology Task Force - all day 3 day course - Houston	20 Future Technology Task Force - all day 3 day course - Houston	21 3 day course - Houston TTT Meeting - all day - Houston	22 BPS Conf. Call 3:00 - 5:00 p.m. Imbalance Subcommittee Conf. Call 9:00 a.m. to Noon	23	
Week Five - TBD	26 Title Transfer Tracking Meeting - all day	27 Title Transfer Tracking Meeting - all day 1 Day Course on GISB Contracts Standards	28	29 BPS Conf. Call 3:00 - 5:00 p.m.	30	

Note : Interpretations Subcommittee Meetings, Common Code Subcommittee Meetings, Process Committee meetings and others that are not regularly scheduled meetings will be scheduled as needed within the free days available with a minimum of one week's notice.

	Monday	Tuesday	Wednesday	Thursday	Friday	
Week One - Houston	2 <i>Title Transfer Tracking - all day - Houston</i>	3 <i>EII Task Force - all day - Houston</i>	4 <i>EII Task Force - all day - Houston</i>	5 <i>BPS Conf. Call 3:00 - 5:00 p.m.</i>	6	
Week Two - HOUSTON	9 <i>Allocation Grid Data Team - all day - Houston</i>	10 <i>Technical Subcommittee - all day - Houston</i>	11 <i>Technical Subcommittee - all day - Houston</i>	12 <i>BPS Conf. Call 3:00 - 5:00 p.m.</i> <i>Imbalance Subcommittee Conf. Call - 9:00 a.m. to Noon</i>	13 <i>Future Technology Task Force - all day - Houston</i> <i>1 Day Course on GISB Contracts Standards</i>	
Week Three - SALT LAKE CITY	16 <i>Cross Contracts Ranking - Salt Lake City</i>	17 <i>Information Requirements - all day - Salt Lake City</i>	18 <i>Information Requirements - all day - Salt Lake City</i>	19 <i>EC Meeting - Salt Lake City</i>	20 <i>EII Meeting - Salt Lake City</i>	
Week Four - TBD	23 <i>Future Technology Task Force - all day</i>	24 <i>Future Technology Task Force - all day</i>	25	26 <i>Thanksgiving</i>	27	
Week Five	30					

Note : Interpretations Subcommittee Meetings, Common Code Subcommittee Meetings, Process Committee meetings and others that are not regularly scheduled meetings will be scheduled as needed within the free days available with a minimum of one week's notice.

	Monday	Tuesday	Wednesday	Thursday	Friday	
Week One - HOUSTON		1 <i>EII Task Force - all day - Houston</i>	2 <i>EII Task Force - all day - Houston</i>	3 <i>Board of Directors - Houston - afternoon</i>	4 <i>Title Transfer Tracking - all day - Houston</i>	
Week Two - TBD	7 <i>Allocation Grid Data Team - all day -</i>	8 <i>Technical Subcommittee - all day -</i>	9 <i>Technical Subcommittee - all day -</i>	10 <i>BPS Conf. Call 3:00 - 5:00 p.m. Imbalance Subcommittee Conf. Call - 9:00 a.m. to Noon</i>	11 <i>Future Technology Task Force - all day -</i>	
Week Three - NEW YORK CITY	14 <i>Cross Contracts Ranking - New York City 1 Day Course on GISB Contracts Standards</i>	15 <i>Information Requirements - all day - New York City</i>	16 <i>Information Requirements - all day - New York City</i>	17 <i>EC Meeting - New York City</i>	18 <i>EII Meeting - New York City</i>	
Week Four - HOUSTON	21 <i>Future Technology Task Force - all day - Houston</i>	22 <i>Future Technology Task Force - all day - Houston</i>	23	24 <i>Christmas Eve</i>	25 <i>Christmas</i>	
Week Five	28	29	30	31 <i>New Year's Eve</i>		

Note : Interpretations Subcommittee Meetings, Common Code Subcommittee Meetings, Process Committee meetings and others that are not regularly scheduled meetings will be scheduled as needed within the free days available with a minimum of one week's notice.