



Gas Industry Standards Board

1100 Louisiana, Suite 4925, Houston, Texas 77002
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TO: GISB EDM Subcommittee Participants & Posting for Interested Industry Participants

FROM: Rae McQuade, Executive Director
Dick Brooks, Co-Chairman, GISB EDM Subcommittee
Leigh Spangler, Co-Chairman, GISB EDM Subcommittee
Carl Caldwell, Co-Chairman, GISB EDM Subcommittee

RE: Final Minutes from the GISB EDM Subcommittee Meeting

DATE: February 9, 2001

GAS INDUSTRY STANDARDS BOARD

GISB EDM SUBCOMMITTEE MEETING

Conference Call: 2:00 p.m. to 4:00 p.m., February 9, 2001

FINAL MINUTES

I. Administrative

Mr. Spangler welcomed participants. Ms. McQuade read the roll call. Ms. McQuade read the antitrust statement. The agenda as written was adopted unanimously. The adoption of the draft minutes of September 11, October 31 and November 3 was deferred. The Order 637 recommendation noted in the October 31 and November 3 meeting minutes will not be processed until those meeting minutes are adopted. The draft minutes will be forwarded in Word format to Ms. Hess and any of the other attendees who request them for redlining.

II. Sandia Report Action Plan

For each Sandia recommendation, there would be either a recommendation or response prepared. If no recommendation were prepared for an item, a justification would be given in the response for that item. Each of the action items noted on the February 3 action plan are listed below with an assignment, relative priority and discussion notes.

1. Collect metrics for analysis of security and reliability measures.

Assigned to a lower priority for the EDM Subcommittee. One of the items is to capture the number of computer security incidents – this may be a higher priority, but since there are few incidents now, it is considered a lower priority. It was also noted that this could be accomplished via surveys.

2. Sandia Recommendations for Security Issues, with Request no. R00001:

- 7.1.1 Trading Partners should protect the TPA as a proprietary document.

This is a joint assignment to the Contracts Subcommittee with a low priority for TPA changes, if needed; and to the EDM Subcommittee for the changes to the EDM manual, again with a low priority. In discussion, it was noted that the item was focused more on the information contained within a completed (filled out) document than the blank document available from GISB. It was discussed that the Contracts Subcommittee could address this item by adding language to the TPA. The EDM Subcommittee could add statements in the EDM manual on how to protect the ID and password. Instead of specifying the ID and password in the TPA, contact information could be specified, as is done by several



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pipelines.

- 7.1.2 Require clients to acquire time-of-day from the server and check that time against their own reference, with notification to the user of discrepancies higher than a specified threshold.

Assigned to the EDM Subcommittee with a medium priority. Attendees noted that they have experienced some time drift among sites. The EDM Subcommittee should develop a standard to address this item.

- 7.1.3 Manage keys with a set expiration date.

Assigned to the EDM Subcommittee with a medium priority. Could be addressed through addition of language to the TPA which may include input from the Contracts Subcommittee. PGP does have the function for setting expiration dates.

- 7.1.4 Protect the Central Address Repository (CAR) using SSL and basic authentication.

Assigned to the EDM Subcommittee with low priority. The purpose of the CAR is to make it easier to get information, and as such that is why there is no SSL and basic authentication.

- 7.1.5 Encrypt batch processing of request and response messages with SSL.

Assigned to the EDM Subcommittee with high priority. This may also be forwarded to Future Technology Task Force for research after EDM has reviewed the recommendation. It was noted that this is a significant amount of work, and it was observed that Texas has now decided to use the EDM standards along with SSL security.

- 7.1.6 PGP signatures should be required for interactive processing of transactions under SSL encryption protection.

Assigned to the EDM Subcommittee with medium priority. No discussion.

- 7.1.7 128 bit SSL should be cited on GISB Standard Nos. 4.3.61 and 4.3.83, and all client authentication should be done under the protection of 128 bit SSL.

Assigned to the EDM Subcommittee with medium priority. This should be fairly easy to address.

- 7.1.8 Remove the statement "Those companies who wish to conduct business across the Internet in an unsecure fashion may do so by mutual agreement."

Assigned to the EDM Subcommittee with low priority.

- 7.1.9 Require the use of strong encryption and strong authentication on all transactions.

Assigned to the EDM Subcommittee with high priority. This is a fairly broad statement suggesting that there should be security on all online and batch transactions. To approach this item, first, each transaction should be categorized as secured (those of a confidential nature) and unsecured. Of those that are unsecured, a determination should be made whether they require security. For those that remain unsecured, a justification should be prepared.

- 7.1.10 Establish SSL session prior to the HTTP Post process to protect the user ID, password and any header information.

Assigned to the EDM Subcommittee with high priority. This item may overlap



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item no. 7.1.5, and as such, they should be addressed together.

7.1.11 Use standard TCP ports for web servers.

Assigned to the FTFF Subcommittee with a low priority. FTFF has held previous discussions on TCP ports.

7.1.12 Address message replay in the standard to disallow replay attacks.

Assigned to the EDM Subcommittee with high priority. This may be associated with a "man in the middle" attack.

2. Sandia Recommendations for GISB Standards in the EDM Manuals:

7.2.1 Change the grouping of principles from chronologically in tab 4 to categories.

Assigned to the EDM Subcommittee with low priority. In addressing this item, the order of the standards may not be changed – rather an explanation given for the sequential number of the standards – which is applicable to all standards, not just those classified as EDM.

7.2.2 Enhance the Future Technology Model diagram, (GISB Standard No. 4.1.1).

Assigned to the FTFF Subcommittee with medium priority.

7.2.3 Reword GISB Standard No. 4.1.2 to clarify its meaning.

Assigned to the EDM Subcommittee with low priority.

7.2.4 Reword GISB Standard No. 4.1.6 to clarify its meaning.

Assigned to the EDM Subcommittee with low priority.

7.2.5 Move GISB Standard No. 4.1.8 within the governance principles.

Assigned to the EDM Subcommittee with low priority.

7.2.6 Revise GISB Standard No. 4.1.15 to include concepts in GISB Standard No. 4.3.15.

Assigned to the EDM Subcommittee with low priority.

7.2.7 Consolidate GISB Standard Nos. 4.1.16, 4.1.17 and 4.1.19 with clarifying language.

Assigned to the EDM Subcommittee with low priority.

4 Sandia Recommendations for GISB Standards in the EDM Manuals:

7.3.1 Change the grouping of standards from chronologically in tab 4 to categories.

Assigned to the EDM Subcommittee with low priority. See item no. 7.2.1.

7.3.2 Provide more information on GISB Standard No. 4.3.4 – specifically who should retain information, the volume of the information, security concerns were noted among others.

Assigned to the EDM Subcommittee with low priority.

7.3.3 GISB Standard 4.3.6 should be more specific – particularly the phrase “within a reasonable amount of time.”

Assigned to the EDM Subcommittee with low priority. Addressing this item should take a minimum of time.

7.3.4 State which version of HTTP should be used in GISB Standard No. 4.3.8.

Assigned to the EDM Subcommittee with low priority. This item may be referred



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- to FTTF, if necessary.
- 7.3.5 Reliance on IP addresses in GISB Standard No. 4.3.11 allows for “spoofing.” A mechanism should be put in place to “close the loop.”
Assigned to the FTTF Subcommittee with medium priority.
- 7.3.6 Break GISB Standard No. 4.3.15 into parts addressing server authentication, SSL encryption and PGP 2.6 or compatible.
Assigned to the EDM Subcommittee with low priority. This item may be referred to FTTF, if necessary.
- 7.3.7 Consolidate GISB Standard Nos. 4.3.36, 4.3.37 and 4.3.38 as they all address similar internet concerns.
Assigned to the EDM Subcommittee with low priority. This item may be referred to FTTF, if necessary.
- 7.3.8 Correct the reference of GISB Standard No. 4.3.70 from appendix to tab 4.
Assigned to the EDM Subcommittee with low priority. There was discussion on the practice of referring to tabs, which has never been done in the GISB standards manuals to date.
- 5 Sandia recommendations for format and layout of the EDM standards manual:
- 7.4.1 Change the page numbering scheme used in the manual, referencing the tab number in the page number -- for example, “Page 2-1” would be page 1 of tab 2.
Assigned to the EDM Subcommittee with low priority.
- 7.4.2 Reorder the materials in the EDM manual so that the definitions are presented first.
Assigned to the EDM Subcommittee with low priority.
- 7.4.3 Develop a sample or model web site including the layouts and concepts presented in Tab 8 of the EDM manual.
Assigned to the EDM Subcommittee with low priority. The problem was identified as which screen formats were to be used for the model.
- 7.4.4 Add Guideline Adoption Procedure and X12.58 encryption standard to the Reference Guide section (Appendix A, Tab 10) of the manual.
Assigned to the EDM Subcommittee with low priority.
- 7.4.5 Both trading partners should support the same GISB EDM version for GISB EDM document compatibility.
Assigned to the EDM Subcommittee with medium priority. There may also be coordination with the Contracts Subcommittee for possible changes to the TPA.
- 7.4.6 Modify the EDM Manual to provide consistency of terms – for example, “standard client configuration” versus “client configuration standard.”
Assigned to the EDM Subcommittee with low priority.
- 7.4.7 Clarify where and how it is expected that the encryption take place in the process. Provide additional details on the encryption.
Assigned to the FTTF Subcommittee with medium priority. This item addresses the application of the encryption technology more than a clarification.



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7.4.8 Absence of a compliance statement.

Assigned to the EDM Subcommittee with low priority. This item refers to 40 bit "weak encryption" or 128 bit SSL, categorizing the security. This may include the definition of level 1, level 2 and level 3 security.

6. Prepare Recommendation Report and send out for industry comment.

Assigned to the EDM Subcommittee. All recommendations, regardless of which subcommittee prepared it, would be forwarded to EDM to prepare the ultimate recommendation and response. Target date for completion is third quarter 2001. The subcommittee plans to have the recommendation prepared by September 4, 2001, for industry comment.

7. Present recommendation to the Executive Committee for consideration.

Assigned to the EDM Subcommittee. Target date for presentation by the EDM Subcommittee to the EC is the October 2001 EC meeting.

III. Next Agenda

The next meeting will be a conference call to approve the various draft minutes and begin work on the action plan. Other subcommittees will not receive the action plan with their items until the draft minutes of this meeting are approved. A semi-monthly regularly scheduled conference call meeting will be held for EDM on Wednesdays from 9:00 a.m. to noon central. The next two conference calls are scheduled for February 14 and February 28 from 9:00 a.m. to noon central.

IV. Adjournment

The meeting adjourned at 4:05 p.m.



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V. Attendees

Name	Company
SERVICES SEGMENT:	
Dick Brooks	Group 8760
Leigh Spangler	Latitude Technologies
PIPELINE SEGMENT:	
Theresa Hess	Enron Transportation Services
Jim Keisler	Williams Gas Pipeline
Richard Hamilton	Williams Gas Pipeline
LDC SEGMENT:	
Mike Shahan	Dominion
ADMINISTRATIVE:	
Rae McQuade	GISB