

**NAESB Information Requirements Subcommittee Meeting  
January 22-23, 2002 - 8:30 a.m. – 4:30 p.m.  
Houston, TX – Dynegy**

**FINAL MINUTES**

- 1. Introductions**  
Participants introduced themselves.
- 2. Housekeeping**  
Pete Whatley provided the housekeeping.
- 3. Anti-trust Guidelines**  
Ant-trust Guidelines read by Dale Davis
- 4. Adoption of Agenda**  
Revised Agenda accepted as posted.
- 5. Approval of Prior Meeting Minutes**
  - December 11-12, 2001 Minutes and 16 attachments adopted as modified.
- 6. Address Current Requests for Initiation or Enhancement of GISB Standards and items transferred from other GISB subcommittees -- Discussion, Q&A and Sense of the Room for each item. (The items will be addressed in the order listed until either all items have been addressed or we have run out of time.)**

**Directives Related to FERC Order 637 and 637a**

- Item #8 (BPS Priority #3): Review award data set codes and structure for firm and interruptible transportation (FT and IT) reporting (Affects GISB Standard No. 5.4.3). (Relevant Minutes: BPS 7/7/00, 8/1-2/00, 8/8-9/00; IR 11/00, 12/00, 1/01, 2/01, 3/01, 4/01, 5/01, 6/01, 7/01, 8/01, 9/01, 10/01, 11/01, 12/01)
- Item #9 (BPS Priority #4): Accommodate visual display web pages for FT and IT reporting. (Relevant Minutes: BPS 7/7/00, 8/1-2/00; IR 11/00, 12/00, 1/01, 2/01, 3/01, 4/01, 5/01, 6/01, 7/01, 8/01, 9/01, 10/01, 11/01, 12/01)
- Item #13 (BPS Priority #5) Review the method for collecting information on the releasing shipper's relationship to the acquiring shipper. (Relevant Minutes BPS 6/30/00, 8/8-9/00, IR 4/01)
  
- Review the name of the Transactional Information data sets (see issue identified in minutes of December 11-12, 2001)
  - Following discussion, it was determined to change Transactional Information to Transactional Reporting in the three Transactional Reporting datasets and all other places it was referred to.
  - Changes to other docs:

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**Document Name and No.:** Upload of Request for Download of Posted Datasets (Standard 5.4.14)  
Response to Upload of Request for Download of Posted Datasets (5.4.15)

**Data Sets Requested**

Code Value Description	Code Value Definition	Code Value
Transaction <del>al</del> Reporting – Capacity Release	[no definition necessary]	
Transaction <del>al</del> Reporting – Firm Transportation	[no definition necessary]	
Transaction <del>al</del> Reporting – Interruptible Transportation	[no definition necessary]	

**Standards Book:** Capacity Release

**Executive Summary**

Modify the Capacity Release Process / Datasets / EDI Transactions section of the Executive Summary as follows:

**The Capacity Release Process / Datasets / EDI Transactions**

Following are the capacity release datasets and EDI transactions:

**Mandatory Download Datasets**

1. Offer Download
2. Bid Download
3. Award Download
4. Withdrawal Download
5. Operationally Available and Unsubscribed Capacity
6. System-Wide Notices
7. Response to Upload of Request for Download of Posted Datasets
8. Replacement Capacity
9. [Transactional Reporting – Capacity Release](#)
10. [Transactional Reporting – Firm Transportation](#)
11. [Transactional Reporting – Interruptible Transportation](#)

**Mandatory Additional Datasets**

- ~~9-12.~~ Upload of Request for Download of Posted Datasets
- ~~40-13.~~ Offer Upload
- ~~44-14.~~ Offer Upload Quick Response
- ~~42-15.~~ Offer Upload Final Disposition
- ~~43-16.~~ Bid Upload
- ~~44-17.~~ Bid Upload Quick Response
- ~~46-18.~~ Withdrawal Upload
- ~~46-19.~~ Note/Special Instruction

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**Not Mandatory Additional Datasets**

~~17.20.~~ Offer Upload Notification

**Business Conditional Additional Datasets**

~~18.21.~~ Offer Upload Bidder Confirmation

~~19.22.~~ Offer Upload Bidder Confirmation Quick Response

Add descriptive paragraph for transactional reporting before the section titled "Business Use of Capacity Release Related Transactions" as follows"

**Transactional Reporting**

Transactional Reporting consists of reports from a transportation service provider detailing information for new or amended transportation service or capacity release transactions. These reports are requested through the use of the Upload of Request for Download of Posted Datasets and Response to Upload of Request for Download of Posted Datasets.

**Standards Book: Capacity Release**

**Business Process and Practices**

Modify the first paragraph as follows:

The capacity release datasets include reports from the transportation service provider to a data requester which describe capacity release activity on the transportation service provider's system as well as transactional information for transportation service. Capacity release reports consist of the following datasets:

- Offer Download,
- Bid Download,
- Award Download,
- Operationally Available and Unsubscribed Capacity,
- Replacement Capacity dataset, the Withdrawal Download dataset,
- System-Wide Notices dataset,
- Transactional Reporting – Capacity Release dataset,
- Transactional Reporting – Firm Transportation dataset, and
- Transactional Reporting – Interruptible Transportation dataset.

The data requester specifies what report type(s) as well as the date and time period for the reports by sending an Upload of Request for Download of Posted Datasets request to the transportation service provider. Data requesters may specify one or more types of reports in a request for the specified date period.

- Vote on IR actions to complete FERC Order 637 and 637a Action Items #8, 9, and 13

**Motion** by Kim Van Pelt and seconded by Randy Young to adopt the following:

- The Transactional Reporting Data Dictionary, Code Values Dictionary, Technical Implementation of Business Process, and Sample Paper Transaction for Capacity Release, Firm Transportation and Interruptible Transportation.

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- Delete the data element Bidder Affiliate Indicator and related code values and add the data element Affiliate Indicator and related code values in the following data sets as set forth in the IR minutes of April 17-18, 2001:
  - Offer Upload
  - Bid Upload
  - Offer Upload Notification
  - Offer Download
  - Bid Download
  - Award Download

Also modify the code values for the Validation Code in the following data sets as set forth in the IR minutes of April 17-18, 2001:

- Offer Upload Quick Response
  - Bid Upload Quick Response
- Revise the code values for the 'Data Sets Requested' data element in the following data sets as set forth in the IR minutes of November 13-14, 2001, as modified January 22, 2002:
    - Upload of Request for Download of Posted Datasets
    - Response to Upload of Request for Download of Posted Datasets
  - Modify the Executive Summary and Business Process and Practices section of the Capacity Release book as set forth in the attachments to the IR Minutes of November 13-14, 2001 as modified January 22-23, 2002.

**Sense of the room: 9 in favor, 0 opposed. Motion passed.**

**High Priority Item from Executive Committee Meeting of December 13, 2001**

- **R01018** Addition of transaction type codes to allow ANR Pipeline to identify and more accurately account for the gas storage transactions for its Service Requesters. The codes will also further facilitate its EDI transactions with its trading partners. (Relevant Minutes: EC 12/01)

**Motion** by Mark Gracey and seconded by Theresa Hess to add code values to Transaction Type in the Storage Report as follows:

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**Data Element: Transaction Type**

Code Value Description	Code Value Definition	Code Value
Fuel Adjustment	An adjustment necessary to modify fuel calculations.	
Unauthorized Gas Transfer	The transfer of unauthorized gas (e.g., trespass gas)	
Write Off	[no definition necessary]	

**Sense of room 7 in favor; 0 opposed. Motion passed.**

**Flowing Gas Requests**

- **R96056 – Exxon**  
**Request:** Develop a Producer Imbalance Statement. (Relevant Minutes: IR 7/97; BPS 4/9/98; IR 6/98, 7/98, 1/00, 06/01, 10/01, 11/01, 12/01)
  - On hold for Exxon participation
    - Review Data Dictionary
    - Review Technical Implementation of Business Process
    - Develop Sample Paper Transaction

**Common Codes Requests**

- **R97058B – TransCapacity**  
**Request:** Add the ability to use a transportation service provider's proprietary identifier when a trading partner's D-U-N-S number has not yet been issued or may not exist. (Relevant Minutes: Common Codes Subcommittee 1/8/99, 2/5/99, 2/24/99, 3/26/99; EC 5/20/99, IR 10/09/01, 12/01)
  - Reviewed the Data Dictionaries modified at December 2001 IR meeting – additional modifications made during the meeting – see following attached workpapers:
    - Authorization to Post Imbalances
    - Imbalance Trade Confirmation
    - Imbalance Trade Notification
    - Payment Remittance
    - Posted Imbalances Download
    - Request for Confirmation of Imbalance Trade
    - Request for Imbalance Trade
    - Request for Imbalance Trade Quick Response
    - Request for Information
    - Response to Request for Information

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- Service Requester Level Charge/Allowance Invoice
- Statement of Account
- Transportation/Sales Invoice
- Withdrawal of Request for Imbalance Trade
  
- Modified additional data dictionaries - see following attached workpapers:
  - Confirmation Response
  - Confirmation Response Quick Response
  - Measured Volume Audit Statement
  - Measurement Information
  - Nomination
  - Nomination Quick Response
  - Request for Confirmation
  - Scheduled Quantity
  - Scheduled Quantity for Operator
  - Shipper Imbalance
  
- During discussions surrounding footnotes being utilized in the above datasets, a number of conventions for use, placement, formatting, etc. were agreed upon and are listed below:
  - Identifiers for new footnotes will use numbers instead of asterisks or symbols. The new footnote being created under R97058B will use the identifier '4'. Subsequent new footnotes will be numbered sequentially.
  - IR will keep a master list of all footnotes.
  - A specific footnote will always have the same footnote identifier, regardless of which footnotes reside in a specific document. Therefore, the footnotes for a document may not be numbered sequentially (e.g., '\*', '\*\*\*', '4', '6').
  - A new heading will be used for the list of footnotes beneath a data dictionary -- 'RELEVANT FOOTNOTES'. In the footnote list, each footnote identifier will be followed by two blank spaces.
  - Footnotes will be Arial 10, superscript -- regardless of the font used for the surrounding text.
  
- Next steps
  - Complete review of remaining data sets

**7. Other Business**

- 2002 Meeting Schedule  
NAESB is still in the process of setting up meeting calendar. Will await further developments.

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**8. Next Meeting Dates and Location**

- February 19-20, 2002      Juno, Florida - Florida Power & Light
- March 19-20, 2002      Colorado Springs, Colorado – El Paso West

**9. Adjourn**