

GISB Information Requirements Subcommittee Meeting
March 19-20, 2002 - 8:30 a.m. – 4:30 p.m.
Colorado Springs, CO – El Paso Pipeline – West

FINAL MINUTES

1. **Introductions**
 - Participants introduced themselves to each other.
2. **Housekeeping**
 - Bill Griffith familiarized the participants with the facilities.
3. **Anti-trust Guidelines**
 - Pete Whatley read Anti-trust Guidelines to participants.
4. **Adoption of Agenda**
 - Agenda Adopted as posted.
5. **Approval of Prior Meeting Minutes and Attachments**
 - February 19-20 2002
 - R97058B attachments for Allocation, PDA & PDA Quick Response were modified to make formatting corrections.
 - Minutes and remaining 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.)

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, 2/02)

 - This item will be deferred until the April IR meeting at the request of the sponsor.

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, 12/11/01, 1/22/02, 2/19/02)

 - Review previous changes to data dictionaries
 - Determine what other changes need to be made
 - Transactional Reporting – incorporated proprietary entity code solution developed in R97058B:
 - Transactional Reporting - Capacity Release
 - Transactional Reporting – Firm Transportation
 - Transactional Reporting – Interruptible Transportation

GISB Information Requirements Subcommittee Meeting
March 19-20, 2002 - 8:30 a.m. – 4:30 p.m.
Colorado Springs, CO – El Paso Pipeline – West

- TIBPs

Modify the specified TIBPs as indicated below:

- Capacity Release Data Sets

- 5.4.1 Offer Download

Delete the ninth paragraph:

~~When an entity is a Releaser, a prearranged Bidder, or a Bidder, and such entity(ies) do(es) not have a valid common code (the D-U-N-S® Number) the Transportation Service Provider's proprietary entity identifier code (business party code) should be employed within these datasets until there is a valid common code for the entity associated with the applicable party(ies) transportation service provider's proprietary code. Each business month the party(ies) seeking to send the proprietary code of the Transportation Service Provider in an applicable capacity release related dataset should verify that no D-U-N-S® Number yet exists for the subject entity. If such code does exist, then the sending parties agree to no longer employ the proprietary code for identifying such entity in the datasets related to the identified standards. Parties receiving such codes should be prepared to adjust as necessary to accept the Transportation Service Providers proprietary code or the common code as applicable. It is expected that this circumstance, (use of the proprietary code) would not extend beyond the availability of the common code or April 30, 1998 for a particular entity.~~

and replace it with:

Parties should mutually agree to use the Transportation Service Provider's proprietary entity code when the D-U-N-S® Number is not available.

- 5.4.2 Bid Download

Delete the tenth paragraph:

~~When an entity is a Releaser, a prearranged Bidder, or a Bidder, and such entity(ies) do(es) not have a valid common code (the D-U-N-S® Number) the Transportation Service Provider's proprietary entity identifier code (business party code) should be employed within these datasets until there is a valid common code for the entity associated with the applicable party(ies) transportation service provider's proprietary code. Each business month the party(ies) seeking to send the proprietary code of the Transportation Service Provider in an applicable capacity release related dataset should verify that no D-U-N-S® Number yet exists for the subject entity. If such code does exist, then the sending parties agree to no longer employ the proprietary code for identifying such entity in the datasets related to the identified standards. Parties receiving such codes should be prepared to adjust as necessary to accept the Transportation Service Providers proprietary code or the common code as applicable. It is expected that this circumstance, (use of the proprietary code) would not extend beyond the availability of the common code or April 30, 1998 for a particular entity.~~

and replace it with:

GISB Information Requirements Subcommittee Meeting
March 19-20, 2002 - 8:30 a.m. – 4:30 p.m.
Colorado Springs, CO – El Paso Pipeline – West

Parties should mutually agree to use the Transportation Service Provider's proprietary entity code when the D-U-N-S® Number is not available.

- 5.4.3 Award Download

Delete the seventh paragraph:

~~When an entity is a Releaser, a prearranged Bidder, or a Bidder, and such entity(ies) do(es) not have a valid common code (the D-U-N-S® Number) the Transportation Service Provider's proprietary entity identifier code (business party code) should be employed within these datasets until there is a valid common code for the entity associated with the applicable party(ies) transportation service provider's proprietary code. Each business month the party(ies) seeking to send the proprietary code of the Transportation Service Provider in an applicable capacity release related dataset should verify that no D-U-N-S® Number yet exists for the subject entity. If such code does exist, then the sending parties agree to no longer employ the proprietary code for identifying such entity in the datasets related to the identified standards. Parties receiving such codes should be prepared to adjust as necessary to accept the Transportation Service Providers proprietary code or the common code as applicable. It is expected that this circumstance, (use of the proprietary code) would not extend beyond the availability of the common code or April 30, 1998 for a particular entity.~~

and replace it with:

Parties should mutually agree to use the Transportation Service Provider's proprietary entity code when the D-U-N-S® Number is not available.

- 5.4.4 Replacement Capacity

Add the following language to the end of the eighth paragraph:

Parties should mutually agree to use the Transportation Service Provider's proprietary entity code when the D-U-N-S® Number is not available.

- 5.4.5 Withdrawal Download

Add the following language to the end of the fifth paragraph:

Parties should mutually agree to use the Transportation Service Provider's proprietary entity code when the D-U-N-S® Number is not available.

- 5.4.6 Withdrawal Upload

Add the following language to the end of the third paragraph:

Parties should mutually agree to use the Transportation Service Provider's proprietary entity code when the D-U-N-S® Number is not available.

- 5.4.7 Offer Upload

Add the following language to the end of the eighth paragraph:

GISB Information Requirements Subcommittee Meeting
March 19-20, 2002 - 8:30 a.m. – 4:30 p.m.
Colorado Springs, CO – El Paso Pipeline – West

Parties should mutually agree to use the Transportation Service Provider's proprietary entity code when the D-U-N-S® Number is not available.

- 5.4.13 Operationally Available & Unsubscribed Capacity
Modify the fifth paragraph as follows:
The transportation service provider is identified by its entity common code number. Parties should mutually agree to use the Transportation Service Provider's proprietary entity code when the D-U-N-S® Number is not available. The **gas transaction points** where capacity is available are identified by their location common code. In addition, the **gas transaction point description** and/or **gas transaction point zone** may be specified.
- 5.4.14 Upload of Request for Posted Datasets
Add the following language to the end of the ninth paragraph:
Parties should mutually agree to use the Transportation Service Provider's proprietary entity code when the D-U-N-S® Number is not available.
- 5.4.15 Response to Upload of Request for Posted Datasets
Add the following language to the end of the fourth paragraph:
Parties should mutually agree to use the Transportation Service Provider's proprietary entity code when the D-U-N-S® Number is not available.
- 5.4.16 System Wide Notices
Add the following language to the end of the sixth paragraph:
Parties should mutually agree to use the Transportation Service Provider's proprietary entity code when the D-U-N-S® Number is not available.
- 5.4.17 Special Notes
Modify the fifth paragraph as follows”
Note/Special Instruction documents contain the entity common code number for the transportation service provider and may also contain the entity common code number for the releasing shipper or the bidder. Parties should mutually agree to use the Transportation Service Provider's proprietary entity code when the D-U-N-S® Number is not available. If information pertaining to specific **gas transaction points** needs to be sent in the Note/Special Instruction document, these points are identified by their location common code. In addition, the **gas transaction point description** may be specified.
- 5.4.18 Bid Upload
Add the following language to the end of the eighth paragraph:

**GISB Information Requirements Subcommittee Meeting
March 19-20, 2002 - 8:30 a.m. – 4:30 p.m.
Colorado Springs, CO – El Paso Pipeline – West**

Parties should mutually agree to use the Transportation Service Provider's proprietary entity code when the D-U-N-S® Number is not available.

- Nominations
 - 1.4.7 Confirmation Response Quick Response
Add the following language to the end of the fourth paragraph:
Parties should mutually agree to use the Transportation Service Provider's proprietary entity code when the D-U-N-S® Number is not available.

- Flowing Gas
 - 2.4.5 Measurement Information
Add the following language to the end of the second paragraph:
Parties should mutually agree to use the Transportation Service Provider's proprietary entity code when the D-U-N-S® Number is not available.

 - 2.4.6 Measurement Audit Statement
Add the following language to the end of the second paragraph:
Parties should mutually agree to use the Transportation Service Provider's proprietary entity code when the D-U-N-S® Number is not available.

- Modify all remaining datasets by adding the following language as the last paragraph of each TIBP:

Parties should mutually agree to use the Transportation Service Provider's proprietary entity code when the D-U-N-S® Number is not available.

- Sample Paper Transactions no changes required
- Executive Summaries
 - Nominations no changes required
 - Flowing Gas no changes required
 - Capacity Release no changes required
 - Invoicing no changes required
- Business Process And Practices
 - Nominations no changes required
 - Flowing Gas no changes required
 - Capacity Release no changes required
 - Invoicing no changes required
- Related Standards
 - Nominations
 - Add the following language at the end of the last paragraph in the section labeled Common Codes:

GISB Information Requirements Subcommittee Meeting
March 19-20, 2002 - 8:30 a.m. – 4:30 p.m.
Colorado Springs, CO – El Paso Pipeline – West

In the event that a common code is not available for a company, parties should mutually agree to use the Transportation Service Provider's proprietary entity code for that company.

- Flowing Gas
 - Add the following language at the end of the last paragraph in the section labeled Common Codes:

In the event that a common code is not available for a company, parties should mutually agree to use the Transportation Service Provider's proprietary entity code for that company.
- Invoicing
 - Add the following language at the end of the last paragraph in the section labeled Common Codes:

In the event that a common code is not available for a company, parties should mutually agree to use the Transportation Service Provider's proprietary entity code for that company.
- Capacity Release
 - Add the following language at the end of the last paragraph in the section labeled Common Codes:

In the event that a common code is not available for a company, parties should mutually agree to use the Transportation Service Provider's proprietary entity code for that company.
- Next steps - Collect body of work on R97058B for vote @ April IR Meeting.

Nominations Requests

- **R96009 – TransCapacity**

Request: Development of the Request for Scheduled Quantity

(Relevant Minutes: Market Settlement Task Force - 1/97; IR - 7/15/97; BPS – 8/20/97, 10/23/97, 12/4/97, 1/7/98, 2/1/98; EIITF – 10/2/98)

After review, it was determined that the best implementation would be to utilize the Request for Information (2.4.7) and Response to Request for Information (2.4.8) to accommodate this request.

- **2.4.7 Request for Information**

- See attached workpaper for modifications to the following:
 - TIBP – additional changes may be needed - pending response from BPS on question identified below
 - Data Dictionary
 - Code Values Dictionary
- Header Level
 - Requester
 - TSP
 - Request ID
 - Service Requester
 - Service Requester Contract
- Detail Level

GISB Information Requirements Subcommittee Meeting
March 19-20, 2002 - 8:30 a.m. – 4:30 p.m.
Colorado Springs, CO – El Paso Pipeline – West

- Data Sets requested
- Information Requested Begin Date
- Information Requested End Date

- **Discussion**
 - On responses to requests for information, the most recent information will be sent.

- **Motion:**
 - Send the following question to BPS concerning R96009:

In the processing of R96009, IR has determined that the best implementation would be to utilize the Request for Information that was developed for requesting Allocation information and/or Shipper Imbalance information. It should be noted that the Request for Information had not been developed at the time that R96009 was submitted.

Standards 2.3.36 through 2.3.39 set forth guidelines for the support of the Request for Information for requesting Allocation information and/or Shipper Imbalance information and timeframes for replying to such requests.

Should there be similar guidelines for Scheduled Quantity information?

Sense of the room: 7 in favor; 0 opposed.

- **2.4.8 Response to Request for Information**
 - TIBP Pending response from BPS on above question
 - Sample Paper No changes necessary
 - Data Dictionary No changes necessary
 - Code Values Dictionary No changes necessary

- **R97070 – El Paso Natural Gas**

Request: Add 3 new transaction type codes for Nominations, Quick Response, and Scheduled Volumes for Shippers.
(Relevant Minutes: BPS - 6/1/00, 6/10/00 and 6/22/00)

 - Instructions from BPS:

Modified Motion:
Add code values Authorized Point Overrun Backhaul and Authorized Point Overrun Shorthaul to the Transaction Type data element in the Scheduled Quantity (1.4.5).
Add code values Authorized Point Overrun, Authorized Point Overrun Backhaul, and Authorized Point Overrun Shorthaul to the Transaction Type data element in the Transportation/Sales Invoice (3.4.1). Add code values Authorized Point Overrun Backhaul and Authorized Point Overrun Shorthaul to the Transaction Type data element in the Shipper Imbalance (2.4.4).

**GISB Information Requirements Subcommittee Meeting
 March 19-20, 2002 - 8:30 a.m. – 4:30 p.m.
 Colorado Springs, CO – El Paso Pipeline – West**

Instruct IR to check the Pre-determined Allocation (2.4.1) and the Allocation (2.4.3) for consistency in the use of these new Transaction Types.

- **Motion:**
Add the following code values for Transaction Type to the indicated datasets:
 - **Nominations (1.4.1)**
 - **Scheduled Quantity (1.4.5)**
 - **Pre-determined Allocation (2.4.1)**
 - **Allocation (2.4.3)**
 - **Shipper Imbalance (2.4.4)**

Transaction Type

Code Value Description	Code Value Definition	Code Value
Authorized Point Overrun Backhaul	Transportation from a point on the pipeline to a point that is upstream on the pipeline which exceeds location capacity rights for which authorization has been granted.	
Authorized Point Overrun Shorthaul	Shorthaul transportation which exceeds location capacity rights for which authorization has been granted.	

- **Transportation/Sales Invoice (3.4.1)**

Transaction Type

Code Value Description	Code Value Definition	Code Value
Authorized Point Overrun	Transportation which exceeds location capacity rights for which authorization has been granted.	48
Authorized Point Overrun Backhaul	Transportation from a point on the pipeline to a point that is upstream on the pipeline which exceeds location capacity rights for which authorization has been granted.	
Authorized Point Overrun Shorthaul	Shorthaul transportation which exceeds location capacity rights for which authorization has been granted.	

Sense of the room: 8 in favor; 0 opposed

- **R98018 – El Paso Natural Gas and Southern California Gas**
Request: Add a method to the Scheduled Quantity by Contract (865SQTS) and the Scheduled Quantity for Operator (865SQOP) to send multiple (up to ten) Reduction Reason Codes (additional Reduction Reason Codes are MA) and add a new data element Reduction Quantity (MA) multiple times (up to 10).
 (Relevant Minutes: BPS – 3/30/00, 4/6/00, and 4/20/00)

GISB Information Requirements Subcommittee Meeting
March 19-20, 2002 - 8:30 a.m. – 4:30 p.m.
Colorado Springs, CO – El Paso Pipeline – West

- **Instructions from BPS:**
Motion: BPS instructs IR to accommodate the mutually agreeable business practice of sending a reduction quantity along with each reduction reason and to do so in both the Scheduled Quantity and Scheduled Quantity for Operators documents. IR should also support the mutually agreed business practice of sending multiple reduction reasons in the Scheduled Quantity for Operators document. The implementations should support the sending of as many as 10 iterations of reduction reasons and quantities.

- **Motion:**
Modify the following as indicated:
 - **Scheduled Quantity (1.4.5)**
 - TIBP
Fourth paragraph:
It also includes one or more **reduction reasons** which may indicate why a nominated quantity was reduced. In some cases, GISB standards require a code to indicate the specific reason for a reduction. In other cases, the code may indicate that no such reason is required. The sending of more than one reduction reason is on a mutually agreed basis. Therefore, if the receiver does not accept multiple reduction reasons, only the first occurrence of the reduction reason sent (where LQ01 = "RED") will be utilized. Since sending multiple reduction reasons is a mutually agreed practice, any additional occurrences of the reduction reason sent (where LQ01 = "REE") may be discarded. There may be ~~a total of five as many as ten~~ reduction reasons sent (one where LQ01 = "RED" and ~~up to four~~ as many as nine where LQ01 = "REE"). **An additional mutually agreeable business practice allows the sending of a reduction quantity – delivery point or reduction quantity – receipt point with an associated reduction reason code.**

**GISB Information Requirements Subcommittee Meeting
 March 19-20, 2002 - 8:30 a.m. – 4:30 p.m.
 Colorado Springs, CO – El Paso Pipeline – West**

- **Data Dictionary**

Business Name (Abbreviation)	Definition	Data Group	EBB Pathed	EBB Non- Pathed	EBB PNT - “T”	EBB PNT - “U”	EDI / FF Usage	Condition
Reduction Quantity - Delivery Point (R Qty Del)	The quantity by which the nominated delivery quantity was reduced for the associated reduction reason.	TSDG	MA	MA	MA	MA	MA	
Reduction Quantity - Receipt Point (R Qty Rec)	The quantity by which the nominated receipt quantity was reduced for the associated reduction reason.	TSDG	MA	MA	MA	MA	MA	

- **Scheduled Quantity for Operator (1.4.6)**

- TIBP

Insert as the fourth paragraph:

This document may also include one or more **reduction reasons** which may indicate why a nominated quantity was reduced. The code may indicate that no such reason is required. There may be as many as ten reduction reasons sent. An additional mutually agreeable business practice allows the sending of a **reduction quantity** with an associated reduction reason code.

- **Data Dictionary**

Business Name (Abbreviation)	Definition	Data Group	EBB Usage	EDI / FF Usage	Condition
Reduction Quantity (R Qty)	The quantity by which the nominated quantity was reduced for the associated reduction reason.	TSDG	MA	MA	

GISB Information Requirements Subcommittee Meeting
March 19-20, 2002 - 8:30 a.m. – 4:30 p.m.
Colorado Springs, CO – El Paso Pipeline – West

- **1.3.61**
On the scheduled quantity Web page, fields in the data groups on the Form should appear in the following order:
 - Business Entity Data Group:
 - Transportation Service Provider
 - Service Requester
 - Statement Date/Time
 - Contracts Data Group:
 - Service Requester Contract
 - Model Type
 - Dates Data Group:
 - Beginning Date
 - Beginning Time
 - Ending Date
 - Ending Time
 - Receipt Data Group:
 - Receipt Location
 - Upstream Identifier
 - Upstream Contract Identifier
 - Receipt Point Quantity
 - Receipt Scheduling Status
 - Receipt Rank (Priority)
 - Distributed Confirmed Receipt Quantity
 - Upstream Package ID
 - Delivery Data Group:
 - Delivery Location
 - Downstream Identifier
 - Downstream Contract Identifier
 - Delivery Point Quantity
 - Delivery Scheduling Status
 - Delivery Rank (Priority)
 - Distributed Confirmed Delivery Quantity
 - Downstream Package ID
 - Transaction Specific Data Group:
 - Reduction Reason
 - Reduction Quantity – Delivery Point
 - Reduction Quantity – Receipt Point
 - Service Provider's Activity Code
 - Transaction Type
 - Package ID
 - Associated Contract
 - Bid Transportation Rate
 - Capacity Type Indicator
 - Deal Type
 - Nominator's Tracking ID
 - Export Declaration
 - Fuel Quantity

**GISB Information Requirements Subcommittee Meeting
March 19-20, 2002 - 8:30 a.m. – 4:30 p.m.
Colorado Springs, CO – El Paso Pipeline – West**

Nomination Subsequent Cycle Indicator
Processing Rights Indicator
Nomination User Data 1
Nomination User Data 2

- **1.3.63**

On the scheduled quantity for operator Web page, fields in the data groups should appear in the following order:

Business Entity Group:

Preparer ID
Statement Recipient ID
Statement Date/Time

Contracts Data Group:

Confirmation Service Contract
Confirmation Service Identifier Code

Dates Data Group:

Beginning Date
Beginning Time
Ending Date
Ending Time

Location Data Group:

Location

Transaction Specific Data Group:

Contractual Flow Indicator
Upstream Identifier Code/Downstream Identifier Code
Upstream Contract Identifier/Downstream Contract Identifier
Service Requester
Service Requester Contract
Package ID
Quantity
Scheduling Status
Reduction Reason
Reduction Quantity
Upstream Package ID/Downstream Package ID
Confirmation Tracking Identifier
Confirmation Subsequent Cycle Indicator
Confirmation User Data 1
Confirmation User Data 2

Sense of the room: 8 in favor; 0 opposed.

- **R99021B – ANR**

Request: Add a new code value ('No match for the combination of data elements') to the Validation Code in the Confirmation Response Quick Response (1.4.7). These Validation Codes would be error messages at the sub-detail level.
(Relevant Minutes: BPS – 9/7/00 and 9/14/00)

- **Motion:**

**GISB Information Requirements Subcommittee Meeting
 March 19-20, 2002 - 8:30 a.m. – 4:30 p.m.
 Colorado Springs, CO – El Paso Pipeline – West**

Add the following error code value as indicated:

- **Confirmation Response Quick Response (1.4.7)**

Validation Code (Sub-detail)

Code Value	Code Value Description	Code Value Definition
	No Corresponding Nomination	A nomination does not exist which matches up. This does not refer to nominations which contain mismatched quantities.

Sense of the room: 8 in favor; 0 opposed

- **R99031 – TransCapacity and ANR**

Request: Add a new data element "Confirmation Intraday Indicator" to Request for Confirmation (1.4.3), Confirmation Response (1.4.4), Confirmation Response Quick Response (1.4.7) and Scheduled Quantity for Operator (1.4.6).
 (Relevant Minutes: BPS – 9/7/00, 9/14/00 and 9/28/00)

- TransCapacity not present for discussion.
- Co-Sponsor requests that discussion be deferred until next meeting.

- **R99037 – Tennessee Gas Pipeline**

Request: Add a new data element "Confirmation Level" to the Request for Confirmation (1.4.3), Confirmation Response (1.4.4), and Scheduled Quantity for Operators (1.4.6)
 (Relevant Minutes: Cross Contract Ranking – 8/9/99, EC – 11/11/99)

- Instructions from Cross Contract Ranking:
 Instruct Information Requirement (IR) Subcommittee to accommodate the sending of information necessary when a multi-level confirmation is sent to differentiate between the roles of the Confirming Parties. In the Request for Confirmation, the usage of this data is Senders Option when the TSP is the sender of the Request for Confirmation and Business Conditional when the TSP is the receiver of the Request for Confirmation or an unsolicited Confirmation Response. In a solicited Confirmation Response, the usage is Conditional, and the condition is: Mandatory when present in the Request for Confirmation. In a Scheduled Quantity for Operator, the usage is Conditional, and the condition is: Mandatory when present in the Confirmation process. IR should also determine whether this data should be included in the Confirmation Response Quick Response.
- Mr. Gracey explained the request. No other action was taken on the request at this meeting.

7. Other Business

GISB Information Requirements Subcommittee Meeting
March 19-20, 2002 - 8:30 a.m. – 4:30 p.m.
Colorado Springs, CO – El Paso Pipeline – West

- 2002 Meeting Schedule
 - May 14 & 15 Houston (tentative)
 - June 11 & 12 Boeing Seattle

- 8. Next Meeting Date and Location**
 - April 16-17, 2002 Washington, D.C. Williams
1627 Eye (I) Street NW
Suite 900
Washington, D.C.

- 9. Adjourn**