

NAESB WGQ Information Requirements Subcommittee Meeting
April 16-17, 2002 - 8:30 a.m. – 4:30 p.m.
Washington, D.C. - Williams

FINAL DRAFT MINUTES

1. **Introductions** – Participants introduced themselves.
2. **Housekeeping** – Dale Davis welcomed everyone to Williams' offices and gave a brief run-down of the facilities.
3. **Anti-trust Guidelines** – Dale Davis read the anti-trust statement.
4. **Adoption of Agenda** – The agenda was adopted as posted.
5. **Approval of Prior Meeting Minutes and Attachments**
 - March 19-20 2002 – The draft minutes and attachments were adopted as posted.
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

- **R98081 – Williams**

Request: Develop a means of requesting and sending RTU alarm data. (Relevant Minutes: EIITF 12/2/98; IR 9/00, 10/01)

And

- **R98082 – Williams**

Request: Develop a means of requesting and sending RTU event data. (Relevant Minutes: EIITF 12/2/98; IR 9/00, 10/01)

- At the request of the Requester, reconsider motion from the October 2001 IR meeting.

Motion:

IR should re-consider its motion of October 9, 2001 to send R98081 and R98082 to BPS. It is not necessary to send a question to BPS at this time. Therefore, they should be put on the IR list of items to be addressed following the processing of R99024.

Sense of Room: 6 In Favor 0 Opposed

- **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)

- Review Data Dictionary

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- Modifications were made to the draft data dictionary and will be posted as a workpaper attachment to the minutes.

- Review Technical Implementation of Business Process (TIBP)
 - Modifications were made to the draft TIBP and will be posted as a workpaper attachment to the minutes.

- Develop Sample Paper Transaction
 - The workpaper presented at the meeting was reviewed and modifications made to it. The resulting draft Sample Paper Transaction will be posted as a workpaper attachment to the minutes.

- Executive Summary
 - The workpaper presented at the meeting was reviewed and modifications made to it. The resulting draft Executive Summary will be posted as a workpaper attachment to the minutes.

- Business Process and Practices
 - The workpaper presented at the meeting was reviewed and modifications made to it. The resulting draft Business Process and Practices will be posted as a workpaper attachment to the minutes.

Motion:

Question to BPS:

As a result of processing requests **R96056**, Information Requirements (IR) is developing the Producer Imbalance Statement dataset. As a part of this, IR is developing EDI/Flat File and EBB usages. Should there be data groupings and/or data element ordering for this new dataset?

Sense of Room: 8 In Favor 0 Opposed

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, 3/19/02)

 - Vote on Proposed Changes

Motion:

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For R97058B:

- **Adopt the changes to the following date sets as indicated in the minutes and attachments to such for the following IR meetings:**
 - January 22, 2002:
 - 1.4.1 Nomination
 - 1.4.2 Nomination Quick Response
 - 1.4.3 Request for Confirmation
 - 1.4.4 Confirmation Response
 - 1.4.5 Scheduled Quantity
 - 1.4.6 Scheduled Quantity for Operator
 - 1.4.7 Confirmation Response Quick Response
 - 2.4.4 Shipper Imbalance
 - 2.4.5 Measurement Information
 - 2.4.6 Measured Volume Audit Statement
 - 2.4.7 Request for Information
 - 2.4.8 Response to Request for Information
 - 2.4.9 Authorization to Post Imbalances
 - 2.4.10 Posted Imbalances Download
 - 2.4.11 Request for Imbalance Trade
 - 2.4.12 Request for Imbalance Trade Quick Response
 - 2.4.13 Withdrawal of Request for Imbalance Trade
 - 2.4.14 Request for Confirmation of Imbalance Trade
 - 2.4.15 Imbalance Trade Confirmation
 - 2.4.16 Imbalance Trade Notification
 - 3.4.1 Transportation Sales Invoice
 - 3.4.2 Payment Remittance
 - 3.4.3 Statement of Account
 - 3.4.4 Service Requester Charge/Allowance Invoice
 - February 2/19/02:
 - 2.4.1 Pre-Determined Allocation
 - 2.4.2 Pre-Determined Allocation Quick Response
 - 2.4.3 Allocation
 - 5.4.1 Offer Download
 - 5.4.2 Bid Download
 - 5.4.3 Award Download
 - 5.4.4 Replacement Capacity
 - 5.4.5 Withdrawal Download
 - 5.4.6 Withdrawal Upload
 - 5.4.7 Offer Upload

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- 5.4.8 Offer Upload Quick Response
- 5.4.9 Offer Upload Notification
- 5.4.10 Offer Upload Bidder Confirmation
- 5.4.11 Offer Upload Bidder Confirmation Quick Response
- 5.4.12 Final Disposition
- 5.4.13 Operationally Available & Unsubscribed Capacity
- 5.4.14 Upload of Request for Posted Datasets
- 5.4.15 Response to Upload of Request for Posted Datasets
- 5.4.16 System Wide Notices
- 5.4.17 Special Notes
- 5.4.18 Bid Upload
- 5.4.19 Bid Upload Quick Response

- March 19-20, 2002:
 - 5.4.z Transactional Reporting – Capacity Release
 - 5.4.z Transactional Reporting – Firm Capacity
 - 5.4.z Transactional Reporting – Interruptible Reporting

- **Modify the specified Technical Implementation of Business Processes as indicated below:**
- Capacity Release Data Sets
 - 5.4.1 Offer Download
 - Delete the 9th paragraph
 - ▼
 - And replace 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 10th paragraph
 - ▼
 - And replace 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.

 - 5.4.3 Award Download
 - Delete the 7th paragraph
 - ▼
 - And replace with

Deleted: 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 [1]

Deleted: 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 [2]

Deleted: 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 [3]

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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 8th 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 5th 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 3rd 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 8th 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.
- 5.4.13 Operationally Available & Unsubscribed Capacity
 - Modify the 5th 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 9th 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 4th 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.

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- 5.4.16 System Wide Notices
 - Add the following language to the end of the 6th 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 5th 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 8th 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.
- Nominations Data Sets
 - 1.4.7 Confirmation Response Quick Response
 - Add the following language to the end of the 4th 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 Data Sets
 - 2.4.5 Measurement Information Statement
 - Add the following language to the end of the 2nd 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 Volume Audit Statement:
 - Add the following language to the end of the 2nd 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.
- For all remaining data sets modify each of the Technical Implementation of Business Processes by adding the following language as the last paragraph:

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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 the Related Standards section of the Nominations, Flowing Gas, Invoicing and Capacity Release books by adding the following language at the end of the last paragraph in the section labeled Common Codes:**

In the datasets, an asterisk by a data element means that it is a "common code," so the field will reflect the industry-supported common code for location or company. 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 code for that company.

Sense of Room: 7 In Favor 0 Opposed

Nominations Requests

- **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, IR – 3/19/02)

- Complete discussion on the second part of the instruction to IR:

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.

- Reviewed the transaction types added to the PDA and Allocation and determined that they are used consistently.
- No further action required as the motion from the March meeting still stands.

- **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, IR – 3/19/02)

Instruction from BPS:

Motion: Adopt the ANR Workpaper and send it to IR as follows:

BPS instructs IR to add a new data element "Confirmation Intraday Indicator" to the Request for Confirmation, Confirmation Response, Confirmation Response Quick Response and the Scheduled Quantity for Operator datasets. The usage would be Mutually Agreed. As outlined in R99031, this new data element is needed to allow trading partners to easily distinguish confirmation records where the confirming parties allow advance transmittals of the confirmation information. This new data element is especially necessary to differentiate the Timely cycle from the Late (Evening) cycle since both have a gas flow start time of 9:00am. The code values

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required for the "Confirmation Intraday Indicator" should be created to reflect the following cycles and situations:

- Intraday cycle 1
- Intraday cycle 2
- Timely cycle
- Evening cycle (Late nom cycle)
- End of gas day Scheduled Quantity
- Curtailment (representing a revised Scheduled Quantity).

IR is instructed to review the suggested implementation on R99031 for possible use in their determination of the best implementation of the above new data element.

• Discussion:

After review, an alternative to the implementation from BPS was suggested. Rather than an indicator with code values, it was determined to utilize an identifier and have the data element be a text field. The contents of the text field would be agreed upon between the trading partners. This implementation provides for maximum flexibility in identifying unlimited cycles.

- TIBP – no changes
- Sample Paper – no changes
- Executive Summary - no changes
- Business Processes and Practices – no changes

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MOTION:

- Add the following data element to the:
 Request for Confirmation (1.4.3)
 Confirmation Response (1.4.4)
 Scheduled Quantity for Operator (1.4.6)

Business Name (Abbreviation)	Definition	Data Group	EBB Usage	EDI/FF Usage	Condition
Confirmation Intraday Identifier (Conf I/D ID)	Associates confirmation information to applicable nomination cycle.	TSDG	MA	MA	

- Add the following to the Code Values Dictionary for:
 Confirmation Response (1.4.4)

Reduction Reason

Code Value Description	Code Value Definition	Code Value
Invalid Confirmation Intraday Identifier	[no definition necessary]	

- Add the following error code to the Confirmation Response Quick Response (1.4.7)

Validation Code (Sub-detail)

Code Value	Code Value Description	Code Value Definition
	Invalid Confirmation Intraday Identifier	[no definition necessary]
	Missing Confirmation Intraday Identifier	[no definition necessary]

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- Modify Standard 1.3.60 as follows:
 - 1.3.60 On the confirmation data entry screen, fields in the data groups should appear in the following order:
 - Business Entity Data Group:
 - Confirmation Requester
 - Confirming Party
 - 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
 - Reduction Reason (Confirmation Response Only)
 - Receipt Rank (Priority)/ Delivery Rank (Priority)
 - Upstream Package ID/Downstream Package ID
 - Associated Contract
 - Confirmation Tracking Identifier
 - Solicited/Unsolicited Indicator (Confirmation Response Only)
 - Confirmation Subsequent Cycle Indicator
 - Confirmation Intraday Identifier
 - Confirmation User Data 1
 - Confirmation User Data 2
- Modify Standard 1.3.63 as follows:
 - 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

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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
Upstream Package ID/Downstream Package ID
Confirmation Tracking Identifier
Confirmation Subsequent Cycle Indicator
Confirmation Intraday Identifier
Confirmation User Data 1
Confirmation User Data 2

Sense of the Room: 8 In Favor 0 Opposed

- **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, IR – 3/19/02)

8/9/99 – Cross Contract Ranking Motion:

Instruct Information Requirements (IR) S/C 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

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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.

Discussion:

A workpaper was presented by Mr. Gracey depicting the above instructions to IR.

Scenario A: TSP sends the Request for Confirmation

Scenario B: TSP receives a solicited Request for Confirmation

Scenario C: TSP received an unsolicited Confirmation Response

Options considered:

Option 1: Dual usage in Request for Confirmation (SO if sent by TSP / BC if sent to TSP) and Confirmation Response (C if solicited and needed by the TSP regardless of who sent the Request for Confirmation / BC if it is unsolicited)

Option 2: Roll Code – Mandatory

Option 3: Operator Indicator (Yes / No) – default is no

Option 4: Send back to BPS to see if it necessary to standardize.

Upon further analysis and review of the existing structure of the data sets, it was determined that Scenario B is not a valid option. The Request for Confirmation is always sent by the originator (TSP) to the Confirming Party. The Confirmation Response is always sent by the Confirming Party regardless if it is solicited or unsolicited.

- It was determined that the new data element should be SO in the Request for Confirmation and BC in the Confirmation Response regardless if it is solicited or unsolicited.
- TIBP: No Changes
- Sample Paper: No changes
- Executive Summary: No Changes
- Business Process and Practices: No Changes

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Motion:

- Add the following data elements to:

Request for Confirmation: Standard 1.4.3

Business Name (Abbreviation)	Definition	Data Group	EBB Usage	EDI/FF Usage	Condition
Confirmation Role (Conf Role)	Designates the role of the Confirming Party.	BEDG	SO	SO	

Confirmation Response: Standard 1.4.4

Business Name (Abbreviation)	Definition	Data Group	EBB Usage	EDI/FF Usage	Condition
Confirmation Role (Conf Role)	Designates the role of the Confirming Party.	BEDG	BC	BC	If the confirmatio contains the Cor the relevant Req If this is an unso Response, then Role is created b unsolicited Conf based upon the the confirmation

Scheduled Quantity for Operator: Standard 1.4.6

Business Name (Abbreviation)	Definition	Data Group	EBB Usage	EDI/FF Usage	Condition
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Business Name (Abbreviation)	Definition	Data Group	EBB Usage	EDI/FF Usage	Condition
Confirmation Role (Conf Role)	Designates the role of the Confirming Party.	BEDG	C	C	Mandatory when processed in the process.

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- Add the following to the Code Values Dictionary for:
 Request for Confirmation (1.4.3)
 Confirmation Response (1.4.4)
 Scheduled Quantity for Operator (1.4.6)

Confirmation Role

Code Value Description	Code Value Definition	Code Value
Operator	[no definition necessary]	
Upstream/Downstream Party	[no definition necessary]	

- Add the following to the Code Values Dictionary for:
 Confirmation Response (1.4.4)

Reduction Reason

Code Value Description	Code Value Definition	Code Value
Invalid Confirmation Role	[no definition necessary]	

- Add the following validation error code to the Confirmation Response Quick Response (1.4.7)

Validation Code (Header)

Code Value	Code Value Description	Code Value Definition
	Invalid Confirmation Role	[no definition necessary]
	Missing Confirmation Role	[no definition necessary]

- Add the following validation warning code to the Confirmation Response Quick Response (1.4.7)

Validation Code (Header)

Code Value	Code Value Description	Code Value Definition
	Confirmation Role not processed	[no definition necessary]

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- Modify Standard 1.3.60 as follows:

1.3.60 On the confirmation data entry screen, fields in the data groups should appear in the following order:

Business Entity Data Group:

- Confirmation Requester
- Confirming Party
- Confirmation Role

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
- Reduction Reason (Confirmation Response Only)
- Receipt Rank (Priority)/ Delivery Rank (Priority)
- Upstream Package ID/Downstream Package ID
- Associated Contract
- Confirmation Tracking Identifier
- Solicited/Unsolicited Indicator (Confirmation Response Only)
- Confirmation Subsequent Cycle Indicator
- Confirmation Intraday Identifier (added in R99031)
- Confirmation User Data 1
- Confirmation User Data 2

- Modify Standard 1.3.63 as follows:

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:

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Preparer ID
Statement Recipient ID
Confirmation Role
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
Upstream Package ID/Downstream Package ID
Confirmation Tracking Identifier
Confirmation Subsequent Cycle Indicator
Confirmation Intraday Identifier (added in R99031)
Confirmation User Data 1
Confirmation User Data 2

Sense of Room: 7 In Favor 0 Opposed

EIITF Capacity Release Requests

• **R99024 – Tennessee Gas Pipeline**

Request: Modify data elements in Capacity Release to be more consistent with the names of data elements in other data sets. Also adjust the presentation of the Location information so that it more closely matches conventions used in other GISB data sets.

- Change the name of “Bidder Company Code” to “Bidder” and modify the definition accordingly.
- Change the name of “Releaser Company Code” to “Releaser.”

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- Change the name of “Return Addressee Company Code” to “Return Addressee” and modify the definition accordingly
 - Change the name of “Gas Transaction Point 1 xxx” to “Location xxx” and modify the definition accordingly
 - Delete “Gas Transaction Point 2 xxx”.
 - Change the name and definition of “Segment Indicator” so that it more correctly represents the use of the data element, and define the code values that are in the X12 mapping as GISB code values.
- (Relevant Minutes: EIITF – 3/9/99)

Discussion:

- It was determined to initially work through one of the data sets (Data Dictionary, TIBP and Sample Paper) for all the following data element name changes:
 - “Bidder Company Code” to “Bidder” and modify the definition accordingly.
 - “Releaser Company Code” to “Releaser.”
 - “Return Addressee Company Code” to “Return Addressee” and modify the definition accordingly
- These changes can be used as a template for the changes to the other data sets. The data set chosen was Offer Upload – 5.4.7
 - Data Dictionary:
See attached workpaper data dictionary (started from the updates accomplished in R97058B) for:
 - TIBP:
 - Modify the 8th paragraph as follows:
The Offer Upload contains the entity common code numbers for the **transportation service provider**, the releasing shipper, and, if the Offer Upload contains prearranged bid information, the **bidder**.
 - Sample Paper:
 - no changes

Deleted: bidder

Next Steps:

- Change the GTP1 to ‘location’, deletion of GTP2 and the change in the name of the “Segment Indicator” for all the identified data sets.
- Make changes for the remaining data sets for ‘Bidder company Code’, “Releaser Company Code” and “Return Addressee Company Code”

7. Other Business

- 2002 Meeting Schedule – no word from the NAESB as to meeting schedules for the EC beyond June, 2002

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Washington, D.C. - Williams

8. Next Meeting Dates and Location

May 14-15, 2002	Houston, TX	Dynegy
June 11-12, 2002	Seattle, WA	Boeing

9. Adjourn

Meeting adjourned at 4:30 p.m.

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.

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