

**NAESB WGQ Information Requirements Subcommittee Meeting  
May 6 - 7, 2003 – 8:30 a.m. – 4:00 p.m. (Central)  
Houston, TX – Williams Gas Pipeline  
2800 Post Oak Blvd – Level 6 – Laurel Room**

**FINAL MINUTES**

1. **Introductions:** Participants introduced themselves
2. **Housekeeping:** Dale Davis provided the housekeeping
3. **Anti-trust Guidelines:** Dale Davis read the anti-trust guidelines
4. **Adoption of Agenda:**  
The agenda was unanimously adopted as revised to add as the first item for the May 6, 2003 afternoon session the issues from Technical Subcommittee re R96056 - Producer Imbalance Statement.
5. **Approval of Prior Meeting Minutes and Attachments for April 2-3, 2003**  
The modified draft meeting minutes and the attachment as posted were adopted unanimously.
6. **Address Current Requests for Initiation or Enhancement of NAESB Standards and items transferred from other NAESB subcommittees** -- Discussion, Q&A and a balanced vote 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 Related 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, 4/16/02, 8/20/02; BPS 10/9/02, IR 10/15/02, 12/10/02)

**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, 4/16/02, 8/20/02; BPS 10/9/02, IR 10/15/02, 12/10/02)

Prepare a Sample Paper for the proposed NAESB WGQ Measurement Events / Alarms (2.4.z) mutually agreed data set.

**IR Discussion:**

The following Sample Paper was developed:

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**SAMPLE PAPER TRANSACTION**

**[Header]**

Preparer: Measuring Company, Ltd.  
 Statement Recipient: A Favorite Customer, Inc.  
 Statement Date / Time: July 17, 2003 @ 7:00 P.M.

Report Begin Date: July 14, 2003 @ 9:00 A.M.  
 Report End Date: July 15, 2003 @ 8:59 A.M.

Activity Date / Time: July 14, 2003@ 2:00 P.M.

**[Detail]:**

Activity Type: Event  
 Meter ID: East of Here (0012349-00)

Message Text: Orifice diameter was: 1.250  
 Now: 0.750

**Motion:**

Include the proposed Sample Paper to the work product from the December 10, 2002 IR meeting.

Vote				Balanced	Balanced	Balanced
	For	Against	Total	For	Against	Total
End						
Users	0	0	0	0.00	0.00	0
LDCs	0	0	0	0.00	0.00	0
Pipelines	4	0	4	2.00	0.00	2
Producers	0	0	0	0.00	0.00	0
Services	0	0	0	0.00	0.00	0
	4	0	4	2.00	0.00	2

Motion Passes

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- **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, 2/19/02, 4/19/02)

Issue from the Technical Subcommittee meeting of May 5, 2003 and the subsequent IR discussion

1. On the Sample Paper, in the Interest Owner Imbalance Summary, the data element “Prior Period Adjustment” is shown as data element (25). The definition for the data element is “Adjustment included in Ending Imbalance Quantity in this report.” Is this data element a total of all the prior period adjustments that impact the ending imbalance? If so, why does the data dictionary reflect this data element at the sub-detail level whereas all the other data elements in the Interest Owner Imbalance Section are at the detail level?

**IR Discussion:**

Yes, the Prior Period Adjustment is the total of all the prior period adjustments that are impacting the ending imbalance on the subject report. For clarity, the name of the data element will be changed to “Cumulative Prior Period Adjustment”. It should be at the detail level.

2. Does the Cumulative Ending Imbalance include this adjustment? If so, where is the adjustment reflected on the Sample Paper in the middle section that reflects data by TSP?

**IR Discussion:**

Yes, the Cumulative Ending Imbalance includes the Cumulative Prior Period Adjustment. The current month info does not include the adjustment as it only reflect the current month activity and not adjustments to prior months. Therefore, the Ending Imbalance (current month) will not equal the Cumulative Ending Imbalance.

3. It would be helpful to modify the Sample Paper to include the following:
  - A Beginning Imbalance Quantity for one of the producers shown under Pipeline Z
  - A Prior Period Adjustment (data element 25)

**IR Discussion:**

The Sample Paper was modified to add the suggested information. It was also decided that the COPAS / NAESB Cross Reference will be included in the TIBP after the narrative and before the Sample Paper.

4. Should this report be limited to only reporting the information on a dry basis in accordance with NAESB WGQ Standard 2.3.9?

**IR Discussion:**

The requester indicated that the report should be only on a dry basis.

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Modifications to the May 2002 workpapers are shown on attached workpaper (Sample Paper highlighted in yellow and other documents redlined).

**MOTION:**

Incorporate the modifications to the TIBP, Sample Paper, Data Dictionary, Code Values Dictionary and the COPAS / NAESB cross reference documents as reflected on the attached workpapers into the previous IR workpapers from the May 14, 2002 meeting.

Vote				Balanced	Balanced	Balanced
	For	Against	Total	For	Against	Total
End						
Users	0	0	0	0.00	0.00	0
LDCs	0	0	0	0.00	0.00	0
Pipelines	4	0	4	2.00	0.00	2
Producers	1	0	1	1.00	0.00	1
Services	0	0	0	0.00	0.00	0
	5	0	5	3.00	0.00	3

Motion Passes

**EIITF General Requests**

• **R98047 TransCapacity / Skipping Stone**

**Request:**A new dataset, called "Supported Code Value Information," and the code value addition to the Data Sets Requested data element in the Upload of Request for Download dataset to support NAESB WGQ Standard. 4.3.53  
(Relevant Minutes: EIITF 11/4/98 – IR Instruction 8, IR 12/10/02, 1/14/03, 2/18/03, 4/2/03)

**IR Discussion:**

The initial files for a General Reports Related Standards Book were developed individually. The workpapers include the following documents:

- Table of Contents
- Version Notes
- Implementation Introduction
- Executive Summary
- Business Processes and Practices
- Related Standards
- Data Set – TIBP, Sample Paper, Data Dictionary, Code Values Dictionary

- Note: Technical will need to add the new EDI data sets in the related standards section.  
Note: The above listed documents may need modifications if a 'General' standards book is adopted by the EC prior to the adoption of the recommendation for this request.

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At the next IR meeting, the proposed implementation for this request will be on the agenda for possible vote by the IR Subcommittee.

- **R98048 TransCapacity / Skipping Stone**

**Request:** A new dataset, called "Fuel Matrix Information," and the code value addition to the Data Sets Requested data element in the Upload of Request for Download dataset to support NAESB WGQ Standard. 1.3.30

(Relevant Minutes: EIITF 11/4/98 – IR Instruction 9, IR 12/10/02, 1/14/03, 4/2/03)

**IR Discussion:**

EIITF IR Instruction 9:

Instruct Information Requirements Subcommittee to add a new data set and new code value in the Upload of Request for Download (and response) data set to accommodate the transfer of fuel matrix information so as to reflect information pursuant to GISB Standard No. 1.3.30.

Standard 1.3.30:

For in-kind fuel reimbursement methods, Service Providers should provide, if applicable, a fuel matrix for receipt and delivery point combinations. The Service Requesters should not be responsible for calculating and totaling fuel based on each zone or facility traversed.

From the minutes of the EIITF Meeting of November 4 it also says:

'For a definition of fuel matrices, it addresses postage stamp and zone fuel rates.'

The meeting minutes and the transcript for the EIITF meeting were reviewed. Due to the variety of ways fuel is calculated, the participants requested that we postpone the discussion so they could research the way in which fuel is reflected pursuant to Standard 1.3.30. This item will be included on the June IR agenda.

**Flowing Gas Related Requests**

**The following three requests will be addressed together.**

- **R98011 / R98012 – TransCapacity / Skipping Stone**

**Request:** Implementation of standards adopted by EC 9/16/99 regarding allocations, who does them, who should be providing the allocating instructions, and the level of detail in the allocations.

(Relevant Minutes: EC: 9/16/99 adopted modified package including Instruction #3 which is now enumerated as Instruction #1; IR 4/2/03)

- **R98001 – Columbia Gas**

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**Request:** Modify the usage/condition of Assoc. K in the PDA and Allocation Statement so it can be used in allocating storage. Currently condition reads "Mandatory when submitted in the nom and Assoc. K. is not used for storage balancing."  
 (Relevant Minutes: BPS 3/20/98, 3/11/99, 3/25/99, 4/1/99; IR 04/2/03)

Instructions from BPS 4/1/99:

BPS recommends to Information Requirements Subcommittee that it implement the intended business result as a separate independent business reflected in the following language:

Columbia Gas Transmission requests that the text "and mandatory for Service Requester provided PDAs when the Associated Contract was submitted in the Nomination." be added to the condition of Associated Contract for Standard 2.4.1. Also, Columbia Gas Transmission requests that the condition for Associated Contract in Standard 2.4.3 be changed to "Associated Contract is Mandatory in an Allocation provided to a PDA submitter when it is provided in the PDA."

and do so in conjunction with its processing of request numbers R98011 and R98012.

See posted workpaper

**IR Discussion:**

The work from the April 2-3, 2003 meeting was reviewed. In addition to the findings from that meeting, the following was determined:

2.1.A No impact to IR for the Shipper Imbalance as it accommodates the nomination level of detail.

The posted workpaper (proposed motion) was reviewed.

**MOTION:**

Adopt the proposed workpaper for R98011/ R98012 and R98001 as posted for the May 6-7, 2003 IR meeting.

Vote				Balanced	Balanced	Balanced
	For	Against	Total	For	Against	Total
End						
Users	0	0	0	0.00	0.00	0
LDCs	0	0	0	0.00	0.00	0
Pipelines	5	0	5	2.00	0.00	2
Producers	0	0	0	0.00	0.00	0
Services	0	0	0	0.00	0.00	0
	5	0	5	2.00	0.00	2

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**Invoice Related Requests**

The following two requests will be addressed together.

- **R99052 – Enron - Transwestern**  
**Request:** Add code value 'Limited Firm Transportation' for existing data element "Service Code" in the Invoice (3.4.1)  
 (Relevant Minutes: EC 11/11/99)
  
- **R01006 – Enron – Transwestern**  
**Request:** Add the following reduction reason code values to the Scheduled Quantity (1.4.5) and Scheduled Quantity for Operator (1.4.6) data sets. (See related Request R99052.)
  - Insufficient Backhaul Capacity
  - Limited Firm Day – Delivery
  - Limited Firm Day - Receipt
 (Relevant Minutes: EC 11/11/99)

**IR Discussion:**

- Add the following code values for the data element 'Service Code' in the Transportation / Sales invoice (NAESB WGQ Standard 3.4.1)

**Service Code**

Code Value Description	Code Value Definition	Code Value
Limited Firm Transportation	Firm transportation provided on a limited basis	

- Add the following code values for the data element 'Reduction Reason Code' in the following data sets:
  - Scheduled Quantity NAESB WGQ Standard 1.4.5
  - Scheduled Quantity for Operator NAESB WGQ Standard 1.4.6

**Reduction Reason**

Code Value Description	Code Value Definition	Code Value
Insufficient Backhaul Quantity	Reduction due to insufficient backhaul quantities scheduled to offset the related forward haul nomination.	
Limited Firm Day - Receipt	Reduction due to a limited firm day being called at the receipt location that does not allow the nomination to be scheduled.	
Limited Firm Day - Delivery	Reduction due to a limited firm day being called at the delivery location that does not allow the nomination to be scheduled.	

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The above proposed implementation will be forwarded to the requester to make sure it accommodates their needs. Also, the participants in the meeting wanted to review the proposal further before voting on it. The above proposed implementation will be on the IR agenda for next month for possible vote.

**Capacity Release Related Requests**

**The following two requests will be addressed together.**

- **Operationally Available Capacity and R99033 – Dynege**

**Request:** Implementation of standards adopted by EC 2/10/00 re Location Operationally Available Capacity (LOAC), Location Operating Capacity (LOPC) and Location Scheduled Quantity (LSQ)

(Relevant Minutes: EIITF 4/29/99, EC 5/20/99, EIITF/BPS 6/23/99, EC 2/10/00, 8/24/00)

See posted workpaper (for the February 18, 2003 IR meeting) for resulting package adopted by the EC 9/16/99

- **R96018 - TransCapacity / Skipping Stone**

**Request:** Real time capacity info

**Note:** Per requester: most of request covered by R99033 with exception of one standard adopted at 2/3/00 BPS meeting.

(Relevant Minutes: BPS 1/13/00, 1/20/00, 1/27/00, 2/3/00, 2/17/00)

BPS Motion from 2/3/00:

Proposed Standard 5.3.x

When responding to an Upload of Request for Download of Posted Datasets with respect to Operationally Available and Unsubscribed Capacity, a Transportation Service Provider should provide the most current value with respect to applicable available quantities and other quantity information for the Gas Transaction Point Code(s) as of the date and time the response was processed.

**IR Discussion:**

The standards adopted by the EC 2/10/99 were reviewed and are as follows:

(S86) 5.3.x Operationally Available Capacity (OAC) should be reported as the quantity (in standard units) remaining available to be scheduled at (or through) the identified point, segment or zone, in the indicated direction of flow. Operating Capacity (OPC) should be reported as the total capacity which could be scheduled at (or through) the identified point, segment or zone in the indicated direction of flow. The Total Scheduled Quantity (TSQ) should be reported as the net quantity scheduled at the point, segment or zone level in the indicated direction of flow. When reporting OAC, OPC and TSQ, the transportation service provider should indicate whether the individual reported capacity is at the point, segment or zone level.

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- (S87) 5.3.x Operationally Available Capacity (OAC), Operating Capacity (OPC) and Total Scheduled Quantity (TSQ) are associated information and should be reported at the same level. Transportation Service Providers should report OAC, OPC and TSQ at, at least one of, point, segment or zone level.
- (S88) 5.3.y When reporting Operationally Available Capacity, Operating Capacity and Total Scheduled Quantity, the zone should be identified when the point or segment is associated with one zone.
- (S89) 5.3.z The Total Scheduled Quantity and the Operationally Available Capacity information should be updated by the Transportation Service Provider to reflect scheduling changes and be reported promptly following the scheduling deadline associated with the timely and evening nominations cycles.

The initial review of the standards indicates that the implementation needs to accommodate the sending of the three quantities (OAC, OPC and TSQ) at the point, segment or zone level. The existing data set NAESB WGQ Standard 5.4.13 – Operationally Available and Unsubscribed Capacity might be the data set used to report these three quantities. The recommendation for R99024 (out for industry comment for the June 2003 EC meeting) needs to be reviewed to see how the changes to Std. 5.4.13 fit in with these new standards.

Prior to the next IR meeting, the chair will prepare a workpaper which takes the existing Standard 5.4.13 data set and updates it for the proposed changes reflected in the R99024 recommendation. This workpaper will be used as a starting point for further discussions.

**7. Other Business**

<b>June 3, 2003</b>	8:30 – 4:00 Eastern	Washington DC Host: Williams Offices 1627 Eye St. NW, Suite 900 Washington, DC 20006
July 10 & 11, 2003	8:30 – 4:00 Eastern	Shelton, CT Host: Iroquois Gas Transmission
August 5, 2003	8:30 – 4:00 Eastern	Philadelphia, PA Host: PECO Energy
September 4 & 5, 2003	8:30 – 4:00 Central	Houston, TX Host: TBD

**9. Adjourn**

The meeting adjourned.

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**Meeting Attendees and Voting Record**

<b>Attendee</b>	<b>Organization</b>	<b>5/6/03</b>	<b>5/7/03</b>	<b>NAESB Member?</b>
<b><u>Pipelines:</u></b>				
Kathryn Burch	Duke Energy – Texas Eastern	√	√	√
Christopher Burden	Williams Gas Pipeline	√ (nv)	√	√
<b>Dale Davis</b>	Williams Gas Pipeline	√	√	√
Mark Gracey	Tennessee Gas Pipeline	√		√
Micki Schmitz	Northern Natural Gas	√	√	√
Mike Stender	El Paso Natural Gas	√	√	√
Kim Van Pelt	CMS – Panhandle	√	√	√
<b><u>Services:</u></b>				
<b><u>Producers:</u></b>				
Benny Harris	ExxonMobil	√		√
<b><u>End Users:</u></b>				
<b><u>LDCs:</u></b>				
<b><u>Associations:</u></b>				

Bold signifies Chair

nv – not voting