



Gas Industry Standards Board

1100 LOUISIANA, SUITE 4925, HOUSTON, TEXAS 77002
PHONE -- (713) 757-4175, FAX -- (713) 757-2491, email gisb@aol.com
Home Page www.gisb.org

May 28, 1998

TO: Business Practices Subcommittee (BPS) chairs, Posting on the GISB home page for interested industry participants
FROM: Rae McQuade, Executive Director
RE: **Final Minutes from the Business Practices Subcommittee -- May 28, 1998**

I. Administrative

Mr. Lander opened the meeting, welcomed the participants and gave the antitrust advice at 8:00 a.m. The role was called. The agenda was adopted with no changes. The minutes of May 14 were adopted with changes.

II. Requests

R96008 Develop a Request for Shipper Imbalance Transaction

Work Paper (dated May 26, 1998 and corrected during the May 28 meeting):

2.3.A Transportation Service Providers (TSPs) which provide parties with the ability to:

- a) request imbalance information via electronic bulletin board or web page; and,
- b) view such requested imbalance information via electronic bulletin board or web page; and,
- c) do not provide such parties with the ability to request a GISB Standard No. 2.4.4 Imbalance Statement via at least a fax, phone, or e-mail;

should support the ability of such party (or their agent) to request Imbalance Statements via Upload of a Request for Imbalance Statement and to receive the Transportation Service Provider's response via a GISB Standard No. 2.4.4 document. Where the conditions in a) and b) above exist and the TSP does provide such parties with the ability to request a GISB Standard No. 2.4.4 Imbalance Statement via at least a fax, phone, or e-mail, then the Transportation Service Provider is not required to support the Upload of Request for Imbalance Statement.

The period of time (how far back in time a request may specify) should be comparable as between the electronic request/view method and the upload request/receive response method, provided, however, the TSP would not be required to respond with information generated prior to its implementation of GISB Standard No. 2.4.4.

2.3.B Transportation Service Providers which support the ability of a party (or its agent) to:

- a) request GISB Standard No. 2.4.4 document(s) pursuant to GISB Standard No. [number assigned for proposed standard no. 2.3.A] and
- b) receive the GISB Standard No. 2.4.4 document in response to such request;

should provide the response document at the party's designated site by 9:00 a.m. CCT on a business day when the request is received prior to 3:00 p.m. CCT on the prior business day.



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As instructions to the Information Requirements Subcommittee:

Instructions to Information Requirements Subcommittee, the Business Practice Subcommittee requests IR to implement the Upload of Request for Imbalance Statement in a manner that would permit the party or its agent submitting a request to specify either:

- a) all contracts for that party for a particular date-range, or,
- b) a specific contract for that party for a particular date-range.

The idea is that the requester could specify either a contract or all contracts and receive a response. The Information Requirements Subcommittee should not provide further precision.

As language to explain the intended business result, IR should make clear that:

For a request for a given day or date range less than a calendar month to a TSP performing this process on only a monthly basis, the expected business result would be a response for the calendar month(s) in which the date range occurred.

Discussion:

The original work paper was modified to correctly reflect the imbalance statement reference, GISB Standard No. 2.4.4. The references to location were modified to contract references. If a request is made, in which the imbalance is zero, the underlying business practices for sending imbalance information remains the same -- there is no intent to develop an abbreviated form.

Action:

A motion was made, seconded and passed to adopt the proposed standard nos. 2.3.A and 2.3.B, and the instructions to the Information Requirements Subcommittee as drafted above.

R98006

Change the definition and condition of Allocation Rank Level so that it may be used with the "swing" Allocation Method

Discussion:

Mr. Stodola reviewed the request. The definition of the allocation rank level data element would require modifications to support swing allocation method. The usage would be modified to mandatory for swing allocation method.

Action:

A motion was made, seconded and passed to :

As instructions to Information Requirements Subcommittee:

Change the definition and condition of Allocation Rank Level data element to include use with the "swing" Allocation Method.

R97119

Add a new GISB Business Practice Standard to the Electronic Delivery Mechanism Related Standards describing the Transportation Service Provider's responsibility in terms of e-mailing of Operational Flow Orders (OFO's) and Critical Notices.



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Discussion:

Mr. Lander transferred chair duties to Ms. Hess, and then proceeded to explain the request. The request identifies the following proposed standard 4.3.X:

"Transportation Service Providers should provide Operational Flow Orders and *System-Wide Notices which are designated as critical Critical Notices*, at the recipient's option, either through Internet e-mail or by a direct notice to the recipient's *designated site, at the recipient's option. Internet address*. Recipients who choose to decline to receive such notices would not affect any change to their responsibilities in the event they are parties subject to such notices. Recipients is defined as to all parties, or their agents, who are service requesters or operators of physically interconnected facilities with respect to have a contractual relationship with the Transportation Service Provider. For the purposes of this standard, a contractual relationship with the Transportation Service Provider would include contracts for the transportation of gas on, Operational Balancing Agreements with respect to interconnections with, and/or contracts for the operation of facilities directly connected to those operated by the subject Transportation Service Provider."

Ms. Unruh voiced concern with the reference to "contractual relationships". Ms. Moseley noted that who receives the notices is defined in the pipeline's tariff, and that it may be more appropriate in the above proposed standard to define how the communication will occur rather than who should receive the communication. Ms. Unruh noted that the references to contractual relationships may be replaced by references to service requesters or physical operators. The changes are reflected above in red-line edits. There may be a need for further changes to accommodate title transfer trackers after the title transfer tracking standards are developed. Changes were made for clarification to reference system wide notices which are designated critical instead of critical notices. It was noted that recipients which choose to decline such notices would not affect any change to their responsibilities in the event they are parties subject to such notices.

Pages 74 and 75 of Order No. 587-G, issued April 16, is a reference to the above language and the genesis of the request.

Action:

The recommended language shown below (the same as the red-lined version above) will be reviewed at the next meeting:

"Transportation Service Providers should provide Operational Flow Orders and System-Wide Notices which are designated as critical, either through Internet e-mail or by a direct notice to the recipient's designated site, at the recipient's option. Recipients who choose to decline to receive such notices would not effect any change to their responsibilities in the event they are parties subject to such notices. "Recipients" is defined as all parties, or their agents, who are service requesters or operators of physically interconnected facilities with respect to the Transportation Service Provider."



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III. Upcoming Agenda & Adjournment

The next conference call is scheduled for Thursday, June 4, at 8:00 a.m. to 10:00 a.m. central. June 25, July 2 and July 23 will have a modified time for the meeting to 10:00 a.m. to Noon, central. Below is the agenda:

1. Administrative: Welcome, Antitrust Advice, Roll Call, Adoption of Agenda, Adoption of Draft Minutes from May 28, 1998.
2. Review of the following requests :
 - R97119 Add a new GISB Business Practice Standard to the Electronic Delivery Mechanism Related Standards describing the Transportation Service Provider's responsibility in terms of e-mailing of Operational Flow Orders (OFO's) and Critical Notices.
 - R98011 Add new standards and definitions to standardize the PDA/Allocation process and standardize the terms parties use when referring to various processes known as allocation.
 - R98012 Add a new standard to describe when and under what circumstances Allocation Statements are sent to shippers.
 - R98014 Add Preparer ID and Recipient ID to the Measured Volume Audit Statement .
 - R98015 Change the usage of Meter Operator to BC in the Measured Volume Audit Statement.
3. Next meeting and agenda for telephone conference
4. Adjourn

The meeting adjourned at 9.35 a.m.



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V. Attendees¹

<u>Name</u>	<u>Company</u>	<u>R96008</u> ²	<u>R98006</u> ³	1998 GISB Member
LDCs:				
Barbara Salvadore	National Fuel Gas Distribution	✓	✓	✓
Rick Ishikawa	Southern California Gas	✓	✓	✓
SERVICES:				
Jim Buccigross	National Registry	✓	✓	✓
Greg Lander	TransCapacity	✓	✓	✓
PIPELINES:				
Chuck Stodola	Columbia Gas Transmission	absent	✓	✓
Laura Moseley	Enron - FGT	X	✓	✓
Theresa Hess	Enron - Northern Natural	X	✓	✓
Gerry Medeles	Enron - Northern Border	X	✓	✓
Julie Unruh	Koch Gateway	abstain	✓	✓
Sandra Barnett	Koch - Mobile Bay	abstain	✓	✓
Mike Schisler	NGPL	absent	✓	✓
Kim Van Pelt	Panhandle Eastern	absent	✓	✓
GISB:				
Rae McQuade				✓

¹ The attendees' names which appear in **BOLD** are committee chairs. The others are participants.
² The motion made regarding Request No. R96008 is the following: Adopt proposed standard 2.3.A and 2.3.B and the instructions to the Information Requirements Subcommittee as drafted. The voting results on the motion were 4 in favor, 3 opposed and 2 abstained.
³ The motion made regarding Request No. R98006 is the following: Adopt the instructions to the Information Requirements Subcommittee as drafted. The voting results on the motion were 12 in favor, none opposed, and none abstained.