

TECHNICAL IMPLEMENTATION OF BUSINESS PROCESS

The Request for Information document (Request) is sent from the data requester to the transportation service provider and is used to request specific reports from the transportation service provider. The response document to the Request is the Response to Request for Information.

In the Request, the data requester indicates what type(s) of report(s) are being requested by completing the **data sets requested** field. The reports requested may include Allocation and/or Shipper Imbalance documents containing different levels of information. Depending on the type of reports requested, and if supported by the transportation service provider, the requester may also specify **location data** and **service requester contract** information in the Request.

The requester can either specify the month and year of the report(s) he wants in the **information requested month** field, or if supported by the transportation service provider, the requester may specify the time period for which the report(s) is being requested by specifying the **information requested begin date** and the **information requested end date**.

Upon receiving and processing a valid Request, the transportation service provider then downloads a Response to Request for Information document as well as any of the requested reports, if available, for the month or time period specified.

The data requester may specify and assign a **request ID** which is used to delineate the Request from others sent by the requester. If supplied, the request ID is sent back to the requester in the response document.

The **transportation service provider** and the **requester company code** identify the parties in the request by their entity common code numbers.

**SAMPLE PAPER TRANSACTION
REQUEST FOR INFORMATION**

Requester: I.M. Requester Company (808300594)
Request Identification Number: REQID001

Transportation Service Provider: ABC Pipeline Company (006144656)

Information Requested Month: July, 2000
Datasets Requested: Allocations for all locations