



Gas Industry Standards Board

1100 LOUISIANA, SUITE 4925, HOUSTON, TEXAS, 77002

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GAS INDUSTRY STANDARDS BOARD

Internet Look and Feel Task Force Meeting

9:00 p.m. to 5:00 p.m., March 9-10, 1998

DRAFT MINUTES -- March 9, 1998

I. **Introductory Items**

Mr. Norm Walker welcomed the attendees to the meeting. He introduced Ms. Rae McQuade, GISB Executive Director. Ms. McQuade gave the antitrust advice. The attendees introduced themselves. The agenda was adopted with a modification requested by Mr. John Tsucalas to move item three, presentation of the visual items, to tomorrow's agenda after item six. Modifications were made to the minutes of the February 23-25 meeting and adopted as final.

II. **Review Drafts from the Standards Language Cleanup Subgroup**

Ms. Kim VanPelt explained several members of each of the segment had been invited to a conference call meeting of the cleanup team on March 5. The group reviewed the principles, definitions, and standards for consistency, capitalization, and punctuation. She went through the list of principles citing where the changes were made. She went through the list of definitions and standards also explaining where the group saw a need to make a change. As she went through each of the lists the committee made recommendations to add or delete words in the documents. A Standard 8 was changed to a table format for easy of readability and understanding.

Standard 8:

The subcategories and labels for the categories of Informational Postings should be as follows:

CATEGORIES	SUBCATEGORIES
Affiliated Marketer Info.	Capacity Allocation Log (when applicable) Discount Offers
Capacity	Operationally Available Unsubscribed
Index of Customers	
Notices	Critical Non-Critical
Tariff	Title Page Table of Contents Preliminary Statement Map Currently Effective Rates Rate Schedules General Terms and Conditions Form of Service Agreement Entire Tariff Sheet Index



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Mr. Jim Keisler stated there was no longer a need to make reference to the framework in this document and the reference was deleted. The title of the document was changed to read: Principles, Definitions, and Standards Proposed by the Internet "Look and Feel" Team. Ms. Dale Davis asked whether the items which were the request to the Information Requirements Subcommittee and an insertion for the Implementation Guide would be submitted as a separate document. The committee agreed the insertion for the Implementation Guide would be a separate item and should be removed from the recommendation to the Executive Committee of principles, definitions and standards document. Ms. Van Pelt thanked everyone for helping in the cleanup effort.

III. Discussion of IR Definitions of Code Value Descriptions for the "Notice Type" Data

Ms. Donna Scott made the following motion:

Motion:

Sub-subcategories under subcategories under the Notice subcategories of critical and non-critical should be:

1. *Capacity Constraint*
2. *Capacity Discount*
3. *Curtailment*
4. *Force Majeure*
5. *Maintenance*
6. *Operational Flow Order*
7. *Press Release, Company News or Phone List*
8. *Other*

Discussion:

Mr. Walker asked if under the subcategory of critical you would have all eight of the items listed and under the subcategory of non-critical you would repeat them again. Ms. Scott answered that yes this would be the way it would be listed. Mr. Kurt Link asked if there was not an alternative for item six and sever, a label which he would ask the motion maker to change to Flow Order (OFO) and for items sever, News. Ms. Scott accepted the suggestion of changing item six to news and item seven phone list.

Mr. Tommie Hartmann proposed the addition of another column to the right for the preferred label. Ms. Scott **amended** her **motion** to:

Standard 14c - The sub-subcategories and their labels under the notice subcategories of critical and non-critical should be:

<i>Labels</i>	<i>Sub-subcategories</i>
<i>Constraint</i>	1. <i>Capacity constraint</i>
	2. <i>Capacity Discount</i>
	3. <i>Curtailment</i>
	4. <i>Force Majeure</i>
	5. <i>Maintenance</i>
<i>OFO</i>	6. <i>Operational Flow Order</i>
<i>News or Phone List</i>	7. <i>Press Release, Company News, or Phone List</i>
	8. <i>Other</i>

Discussion as to the need for a listing under both critical and non-critical ensued and it was explained that there are times when any of the items listed could become critical and so it was necessary to have the ability to have them listed.

Mr. Tom Ehinger asked that the maker of the motion remove item 1. capacity constraint and item 8. other because there had not been a definition provided for these items. Ms. Scott did not agree with



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the suggestion. Ms. Hess reminded the group that the item 2. capacity discount was added per a request which had been adopted by the Executive Committee and ratified.

Action:

Voting resulted in:

10 in favor, 20 opposed, 0 abstained. Motion failed.

Ms. Scott made a motion for:

Motion 14d:

The words or labels that should appear in the "Notice Type" column in Standard 14b should be:

<i>Labels</i>	<i>Words</i>
	1. <i>Capacity constraint</i>
	2. <i>Capacity Discount</i>
	3. <i>Curtailment</i>
	4. <i>Force Majeure</i>
	5. <i>Maintenance</i>
<i>OFO</i>	6. <i>Operational Flow Order</i>
<i>News, Phone List</i>	7. <i>Press Release, Company News or Phone List</i>
	8. <i>Other</i>

Discussion:

Mr. Tsucalás offered that all the items should have labels and suggested the following amendment:

<u><i>Labels</i></u>	<u><i>Words</i></u>
<i>Cap. Constraint</i>	1. <i>Capacity constraint</i>
<i>Cap. Discount</i>	2. <i>Capacity Discount</i>
<i>Curtailment</i>	3. <i>Curtailment</i>
<i>Force Majeure</i>	4. <i>Force Majeure</i>
<i>Maintenance</i>	5. <i>Maintenance</i>
<i>OFO</i>	6. <i>Operational Flow Order</i>
<i>News, Phone List</i>	7. <i>Press Release, Company News or Phone List</i>
<i>Other</i>	8. <i>Other</i>

This amendment was accepted by Ms. Scott.

Action:

Voting resulted in:

20 in favor, 8 opposed, 1 abstained. Motion passed.

IV. Review of Framework to Draft Proposed Principles, Definitions and Standards

Ms. Scott made a motion which was amended to the following:

Motion 14e:

The Notice Identifier or Subject should link to the individual notice for viewing.

Discussion:



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It was suggested that there was already enough information to allow for access to the information and that this was not a problem.

Action:

Voting resulted in:

11 in favor, 16 opposed, 2 abstained. Motion failed.

Mr. Tsucalas made a motion:

Motion:

The withdrawal of Standard 9:

Where the General Terms and Conditions Table of Contents exists, the categories within the sub-category General Terms and Conditions should be the items within the General Terms and Conditions Table of Contents.

Discussion:

Ms. Joyce Phillips stated that the tariff was a large document and there was a table of contents and a general terms and conditions but in many there would also be a table of contents under the general terms and conditions within this large document and there should be a second link provided to access the table of contents located in that area.

Mr. Tsucalas stated the use of the term subcategory was indicating categories under that and general terms and condition would be accessible.

Action:

Voting resulted in:

29 in favor, 0 opposed, 0 abstained. Motion passed

Mr. Andy Sicignano made a motion for Standard 24b:

Motion Standard 24b:

These files excluding the Index of Customers should be downloadable in the format set forth in Sections 1, 2, and 5 of the "Instruction Manual for Electronic Filing of the Index of Customers" as issued in Order No. 581, Docket No. RM95-4-000, issued February 29, 1996.

Discussion:

Mr. Leigh Spangler stated it did not seem to have the content definition only how to create it. Ms. Dale Davis expressed concern on the changes the FERC would make they stated it expired on December 1998 would this standard also expire December 31, 1998 and if the FERC made modifications would the GISB standard be in conflict with the FERC format as it may be modified from time to time. Mr. Walker stated that if the FERC changed the definition then the GISB Standards changed with them.

Mr. Buccigross explained the expiration date had nothing to do with the order. Ms. Hess asked if request R97120 was being addressed. She stated R97120 was triaged to BPS and was concerned that this committee was addressing it. Mr. Walker asked if this was common look and feel. Ms. Davis stated there had been discussion before and the group had decided not to address it until BPS had addressed the issue. She said it had been done it error before and that error should not be repeated and the committee should wait until BPS sent it to the Look and Feel Task Force to address. Ms. McQuade stated R97120 was on the EC agenda to reprioritize. Mr. Sicignano noted there was an overlap in dealing with this issue as a number of things needed to be addressed. Ms. Hess asked the maker of the motion to change the motion to state it would be included in the Implementation Guide. Mr. Sicignano did not accept this amendment.



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Action:

Voting resulted in:

7 in favor, 14 opposed, 5 abstained. Motion failed.

Mr. Sicignano made a motion for:

Motion Standard 25:

A sixth category called "Download" should be added to Informational Postings after the Tariff category. When clicked on, download should open a page containing links to all downloadable documents. Note: Tariff would also be included.

Discussion:

Mr. Tsucalas asked if this was a revision of Standard 2. Ms. Hess stated that this was perhaps another category to be added to the list in Standard 5. Mr. Sicignano accepted the suggestion and modified the motion to read:

Modify standard 5: to Add an additional category labeled "download" to be located after Tariff

Action:

Voting resulted in:

5 in favor, 15 opposed, 4 abstained. Motion failed.

Ms. Hess stated that download was not an Information Posting and should not be lumped together. Mr. Joe Kardas made a motion to:

Modify Standard 6:

Create the additional navigational links following the Informational Posting:

*Download
Site Map.*

Discussion:

Mr. Kurt Link asked the motion maker to modify the motion to:

Modify Standard 6:

The following navigational links should appear and be labeled as such immediately following Informational Postings:

*Download
Search
Site Map*

Action:

Voting resulted in:

20 in favor, 0 opposed, 3 abstained. Motion passed.

Ms. Diane Eckels made a motion referring back to Standard 24b to add to the Implementation Guide:

Motion: Add to the Implementation Guide:

These files excluding the Index of Customers should be downloadable in the format set forth in the GISB Implementation Guide where such guide reflects Sections 1, 2, and 5 of the "Instruction Manual for Electronic Filing of the Index of Customers" as issued in Order No. 581, docket No. RM95-4-000, issued February 29, 1996.

Discussion:



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After much discussion as to the need for an Implementation Guide for non-transactional and transactional and the format to be followed, Ms. McQuade asked if this could not be accomplished in the standards manuals. Ms. VanPelt asked if it was to be presented to the EC fully staffed and reminded the group that whatever was put in the Implementation Guide was a standard. Ms. McQuade state the first time a manual is released it required a 17/2 vote by the EC. Ms. Eckels withdrew the motion.

Mr. Sicignano made a motion to:

Motion:

Request that FTTF create language for the Implementation Guide for the format of downloadable ASCII tab-delimited files including: capacity allocation log, operationally available capacity, unsubscribed capacity

Discussion:

Discussion ensued as to the need to get FTTF to give direction since the FERC documents already took care of instructions.

Action:

Voting resulted in:

13 in favor, 7 opposed, 3 abstained. Motion passed.

Discussion of the FTTF request and whether or not they would be looking at the content ensued. Mr. Walker asked if there was another motion stating the FTTF would not be addressing content. Mr. Buccigross **moved to close discussion on this issue.**

Action:

Voting resulted in:

12 in favor, 7 opposed, 1 abstained. Motion passed.

Ms. Davis made the following motion:

Motion:

Request that FTTF create language for the Implementation Guide for general guidelines for downloadable ASCII tab-delimited files.

Action:

Voting resulted in:

14 in favor, 2 opposed, 5 abstained. Motion passed.

Mr. Sicignano made a motion for:

Standard 26:

The operational Available Capacity and Unsubscribed Capacity file for download should include the following columns in this order:

Point Common Code

Point Description

Segment Zone Name

Location Quantity Type

Available Quantity

Available Capacity Effective Date/Time

Available Capacity End Date/Time

Posting Date/Time



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Discussion:

Mr. Walker noted this seemed to be like a motion which had been tabled. Mr. Tsucalas stated this was new motion. Mr. Walker asked if they were related. Mr. Sicignano stated there were two difference things what was seen and what was in the file. Mr. Walker asked if there was a significance to stating "in this order". Mr. Sicignano answered it was so that everything would be seen in the same order and there would be no confusion as to what was to be seen. At this point Ms. Jean Ford made a motion to table this motion.

Action:

Voting resulted in:

16 in favor, 4 opposed, 1 abstained. Motion passed.

A segment check produced:

End User	0 in favor	0 opposed	0 abstained
LDCs	1 in favor	0 opposed	0 abstained
Pipelines	12 in favor	0 opposed	1 abstained
Producers	0 in favor	0 opposed	0 abstained
Services	3 in favor	4 opposed	0 abstained

V. Adjournment

The agenda for the continuation of the meeting on March 10 would be the continuation of a move towards standards language . The meeting adjourned at 5:00pm.



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V. Attendees - Chairs, Board Members, GISB Office, Hosts

		<u>Company</u>	<u>Members</u>
Chair :	1. Norm Walker	El Paso Energy	✓
GISB:	2. Rae McQuade	GISB, Executive Director	✓
	3. Jane Copeland	Ak/Ret Reporting	✓
	4. JoAnn Garcia	GISB Staff	✓
	5. El Paso Energy		
Hosts:			

VI. Attendees -- By Segment

		<u>Company</u>	<u>Members</u>
Producers:	1. Tom Ehinger	Amoco	✓
	2. Tommie Hartmann	Exxon	✓
	3. Jerry Hahn	Texaco	✓
Services:	4. John Tsucalas	EDS/A. T. Kearney	✗
	5. Andy Sicignano	Enron Capital & Trade	✓
	6. Donna Scott	Enron Admin Services	✓
	7. Dick Brooks	Group 8760	✓
	8. Jean Ford	Andersen Consulting	✓
	9. Pete Whately	Natural Gas Clearinghouse	✓
	10. Bob Wallenhorst	Enco Gas Gathering	✓
	11. Jim Buccigross	TransCapacity	✓
	12. Leigh Spangler	Latitude	✓
	13. Henry Nix	Group 8760	✓
	14. Rachel Banghman	Transenergy Management	✗
	LDCs:	15. Rick Ishikawa	Southern California Gas Co.
Pipelines:	16. Sandra Barnett	Koch Gateway	✓
	17. Theresa Hess	Enron - NNG	✓
	18. Carol Gaas	MGT	✗
	19. Pat Finley	TGP	✗
	20. Joe Kardas	NFGSC	✗
	21. Kim Van Pelt	Trunkline Gas Company	✗
	22. Fred Norwood	EPNG	✓
	23. Kurt Link	Williston Basin Interstate	✓
	24. Anjie Hoppe	KN Westex	✓
	25. Julie Unruh	Mobile Bay Pipeline	✓
	26. Jim Keisler	Transco	✓
	27. Danielle Kappus	Algonquin Gas Company	✓
	28. Michael Stender	Mojave Pipeline	✗
	29. Dale Davis	WGP	✓
	30. Jonathan Keeler	Great Lakes Gas Transmission	✓
	31. Robert Greene	Great Lakes Gas Transmission	✓
	32. Dave Harris	KN Interstate	✓
	33. Mark Gracy	Tennessee Gas Pipeline	✓
	34. Jane Langford	Panhandle Eastern Pipe Line Co.	✓
	35. Joyce Phillips	Texas Eastern Transmission	✓



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DRAFT MINUTES -- March 10, 1998

I. **Introductory Items**

Mr. Norm Walker welcomed the attendees to the second day of the meeting. He introduced Ms. Rae McQuade, GISB Executive Director. Ms. McQuade gave the antitrust advice. Introduction of the front table was made and the attendees introduced themselves.

II. **Review of Framework to Draft Proposed Principles, Definitions and Standards**

Mr. Whatley proposed a motion for Definition 7:

Motion Navigational Area:

That area on the left hand side of the browser display providing links to categories and their subcategories.

Discussion:

Mr. Link asked that the motion be amended to providing links to the Content Area or other navigational links. Mr. Ehinger requested an amendment to remove the word "hand". The amended motion then became:

Motion Definition 7:

"Navigational Area" is the term used to describe the area on the left side of the browser display providing links to the Content Area and other navigational links.

Action:

Voting resulted in:

23 in favor, 0 opposed, 0 abstained. Motion passed.

Mr. Whatley presented a motion for proposed definition 8:

Motion:

Content Area is the term used to describe the area on the browser display used to display columnar lists of documents for selection or documents for display.

Discussion:

Mr. Keisler noted it should include the fact that it was on the right side and proposed an amendment. He also asked that "on the browser display" be added. After discussion the amended motion was:

Motion:

"Content Area" is the term used to describe the area directly to the right of the Navigational Area of the browser display.

Action:

Voting resulted in:

27 in favor, 0 opposed, 0 abstained. Motion passed.

Mr. Whatley made a motion for Standard 2:

Motion:

Transportation Service Providers should provide the Central Address Repository (CAR) with current addresses (URLs) of the following:

Informational Postings



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Affiliated Marketer Info.

Capacity

Index of Customers

Notices

Tariff

Downloads

Site Map

The addresses (URLs) should be provided to the CAR in a coma delimited electronic file in the above order.

Discussion:

Ms. Davis noted that the format had been left so that the CAR could dictate the format and would not be limited. Mr. Brooks indicated it would be useful to add downloads to the list and Mr. Whatley agreed. Mr. Tsucalas stated that when the standards were drawn up it was decided that the CAR would be asked how the information would be presented and allow them to propose what interface would be used. He asked the maker of the motion to withdraw the motion. Mr. Whatley withdrew the motion.

Mr. Keisler asked that Standard 2 be modified to indicate the format would be specified by GISB.

Motion Replacement for Standard 2:

Transportation Service Providers should provide and keep current the addresses (URLs) for the following to the Central Address Repository in a format to be specified by GISB:

Informational Postings

Affiliated Marketer Info.

Capacity

Index of Customers

Notices

Tariff

Site Map

Discussion:

Mr. Tsucalas asked for an amendment to:

Motion Standard 2:

Transportation Service Providers should provide and keep current the addresses (URLs) for the following to the Central Address Repository in a specified format transport and response this specification and any changes to it would be proposed by the CAR and subject to GISB approval:

Informational Postings

Affiliated Marketer Info.

Capacity

Index of Customers

Notices

Tariff

Site Map

Discussion continued with concern being expressed by Mr. Brooks that there was not as yet a named entity to be the CAR. Mr. Keisler withdrew the motion.

Ms. Davis made a motion to replace Standard 2 with:

Motion:



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Transportation Service Providers should provide and keep current the addresses (URLs) for the following to the Central Address Repository in a specified format and communication method(s):

*Informational Postings
Affiliated Marketer Info.
Capacity
Index of Customers
Notices
Tariff
Site Map*

This specification and any changes to it would be proposed by the car and subject to GISB approval.

Discussion:

Discussion continued and amendments were suggested to add "download", change "would" to "should" and move the placement of the words Central Address Repository. The amended motion was:

Motion:

Transportation Service Providers should provide and keep current to the Central Address Repository the addresses (URLs) for the following in a specified format and communication method(s):

*Informational Postings
Affiliated Marketer Info.
Capacity
Index of Customers
Notices
Tariff
Download
Site Map*

This specification and any changes to it should be subject to GISB approval.

Action:

Voting resulted in:

28 in favor, 0 opposition, 0 abstained. Motion passed.

After the break a further modification for Standard 2 was offered by Mr. Link.

Motion:

Transportation Service Providers should provide and keep current to the Central Address Repository the addresses (URLs) for the following in a specified format and communication method(s):

*Informational Postings
Site Map*

This specification and any changes to it should be subject to GISB approval.

Discussion:

Concern was expressed that it would be a problem to search and identify the specific URLs.

Action:

Voting resulted in:

5 in favor, 20 opposed, 2 abstained. Motion failed.

Mr. Tsucalas proposed that the word "download" be changed to "downloads" in Standard 2 and Standard 6.

Motion Standard 2:

Transportation Service Providers should provide and keep current to the Central Address Repository the addresses (URLs) for the following in a specified format and communication method(s):



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- Informational Postings*
- Affiliated Marketer Info.*
- Capacity*
- Index of Customers*
- Notices*
- Tariff*
- Downloads*
- Site Map*

This specification and any changes to it should be subject to GISB approval.

Action:

Voting resulted in:

27 in favor, 0 opposed, 1 abstained. Motion passed.

Modify Standard 6:

The following navigational links should appear and be labeled as such immediately following

Informational Postings:

- Downloads*
- Search*
- Site Map*

Action:

Voting resulted in:

27 in favor, 0 opposed, 1 abstained. Motion passed.

Mr. Sicignano asked what the procedure was on proposed Standard 26 which had been tabled. Mr. Walker stated that when anything was tabled the motion was dissolved when the group was done with its work.

A motion was made for:

Motion: Standard 27

The "Capacity Allocation Log" file for download should include the following columns in this order:

- Shipper (Affiliated Marketer)*
- Contract Number*
- Relevant Date*

The data should be sorted by Relevant Date in chronological order.

Discussion:

Mr. Walker asked if this was the same motion which had been tabled at an earlier time. Mr. Buccigross moved to table this motion.

Action:

Voting resulted in:

18 in favor, 8 opposed, 3 abstained

A segment check produced the following votes:

End Users	0 in favor	0 opposed	0 abstained
LDCs	0 in favor	0 opposed	1 abstained
Pipelines	15 in favor	1 opposed	0 abstained
Producers	0 in favor	3 opposed	0 abstained
Services	3 in favor	4 opposed	2 abstained

Mr. Brooks made the following motion:

Motion:



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Send a request to FTF to define the format and communication methods used to convey addresses (URLs) to the car as described in Standard 2.

Discussion:

After discussion, the motion maker was asked to withdraw the motion.

Action:

Motion withdrawn.

A motion for modification of Standard 14a was made.

Motion:

The "Notices" category as shown (on the left) should expand to a list of subcategories (on the left*) when clicked; there is no display requirements on the right*. Each of these subcategories, when clicked, should display a list of Notices for that subcategory on the right*.*

** Within this standard, the "left" refers to the navigational area and the "right" refers to the Content Area.*

Discussion:

Discussion as to capitalization of words and the removal of the parenthetical items lead to the following amended motion:

Motion:

The "Notices" category (as shown in the Navigational Area) should expand to a list of subcategories (in the Navigational Area) when clicked; there are no display requirements for the Content Area. Each of these subcategories, when clicked, should display a list of notices for that subcategory in the Content Area.

Action:

Voting resulted in:

23 in favor, 4 opposed, 2 abstained. Motion passed.

A segment check produced:

End Users	0 in favor	0 opposed	0 abstained
LDCs	1 in favor	0 opposed	0 abstained
Pipelines	16 in favor	0 opposed	0 abstained
Producers	0 in favor	2 opposed	1 abstained
Services	6 in favor	2 opposed	1 abstained

Mr. Whatley stated his understanding of Standards 16,17,18,21, and 22 which were tabled was that they were tabled until direction from the Internet Transition Team could be received in a) the content area and b) the realm of this group to discuss the issue. Mr. Jerry Hahn gave an update on the EBB Transition team stating that previously the team was not going to get into that issue. He stated the minutes of the March 5 meeting of the team were posted on the homepage and could be accessed for complete details. He also said that the Board had at its meeting redirected the efforts of the Team in terms of the NOPR and its meaning. He noted that there had been six alternatives defined by what was meant to transition to the internet by June 1999. Each person in the group was to define an alternative of what was meant in the NOPR. He stated the content issue was not specifically discussed because the discussion was at a higher level. Mr. Buccigross agreed with Mr. Hahn's statements.

IV. Review of Visual Examples of Standards Implementation

Mr. Tsucalas passed out copies of his visual presentations and explained each area. He stated he had tried to show those things that could be used in these implementations. After discussion Mr. Tsucalas agreed to rework the visual examples and show the minimal requirements.



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V. Review of Presentation of Proposed Principles, Definitions, Standards and Visual Examples to the Executive Committee

The Committee began the review of the principles, definitions, and standards making sure of consistency and form. Ms. Julie Unruh proposed the removal of all standards that were withdrawn, failed or tabled. Mr. Keisler requested the removal of reference to the framework which had been used to draft the standards, principles and definitions. Ms. Sandra Barnett suggested the word "request" be changed to "proposed". It was also suggested that the Minimal and Optimal document be a separate document.

The revised visual examples will be posted along with the minutes of the meeting and a conference call would be set by the chair for final approval of the documents. A show of hands as to the group's need to approve the return of the FTTF product produced the following votes:

4 in favor, 16 opposed, 3 abstained.

A show of hands as to:

Do the tabled motions get put on a separate document and sent to the EC

Voting resulted in:

in favor 6 opposed 14 abstained 1. Motion failed

A segment check was asked for late and the numbers do not add

End Users	0 in favor	0 opposed	0 abstained
LDCs	1 in favor	0 opposed	0 abstained
Pipelines	1 in favor	12 opposed	0 abstained
Producer	0 in favor	0 opposed	0 abstained
Service	4 in favor	2 opposed	1 abstained

A show of hands as to:

Selectively picking out the segment check items and sending to them to the EC.

Voting resulted in:

in favor 5, opposed 14, abstained 3

A segment check produced:

End User	0 in favor	0 opposed	0 abstained
LDCs	1 in favor	0 opposed	0 abstained
Pipelines	0 in favor	12 opposed	1 abstained
Producer	1 in favor	0 in favor	0 abstained
Services	3 in favor	2 in favor	2 abstained

A show of hands as to:

Present it as a package to the EC

in favor 17, opposed 4, abstained 1

A segment check produced:

End Users	0 in favor	0 opposed	0 abstained
LDCs	0 in favor	1 opposed	0 abstained
Pipelines	13 in favor	0 opposed	0 abstained
Producer	0 in favor	0 opposed	0 abstained
Services	4 in favor	3 opposed	1 abstained

VI. Adjournment

The next meeting of the Look and Feel Task Force will be a conference call and will be decided on by the chair after checking with the GISB calendar. Meeting adjourned at 5:00pm.



Gas Industry Standards Board

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IV. Attendees - Chairs, Board Members, GISB Office, Hosts

		<u>Company</u>	<u>Members</u>
Chair :	1.	Susan Croley Duke Energy	✓
Co-Chair	2.	Norm Walker El Paso Energy	✓
GISB:	3.	Rae McQuade GISB, Executive Director	✓
	4.	Jane Copeland Ak/Ret Reporting	✓
	5.	Jim Buccigross TransCapacity	✓
	6.	JoAnn Garcia GISB Staff	✓
Hosts:	7.	El Paso Energy	

VI. Attendees -- By Segment

		<u>Company</u>	<u>Members</u>
Producers:	1.	Tom Ehinger Amoco	✓
	2.	Tommie Hartmann Exxon	✓
	3.	Jerry Hahn Texaco	✓
	4.	Terry McRae Pennzoil	✓
Services:	5.	John Tsucalas EDS/A. T. Kearney	✗
	6.	Sylvia Munson Altra Energy	✓
	7.	Andy Sicignano Enron Capital & Trade	✓
	8.	John Cohron Altra Energy	✓
	9.	Gary Payne Houston Pipeline	✓
	10.	Donna Scott Enron Admin Services	✓
	11.	Kathy Benson SABRE Technology Solutions	✓
	12.	Dick Brooks Group 8760	✓
	13.	Jean Ford Andersen Consulting	✗
	14.	George Heal IBM Canada	✗
	15.	Mike Granberry IBM US	✓
	16.	Pete Whately Natural Gas Clearinghouse	✓
	17.	Terry Lehn EDS	✓
	18.	Bob Wallenhorst Enco Gas Gathering	✓
LDCs:	19.	Mike Shahan CNG	✓
	20.	Rick Ishikawa Southern California Gas Co.	✓
	21.	Chris Maturo NIPSCO Industries, Inc.	✓
Pipelines:	22.	Sandra Barnett Koch Gateway	✓
	23.	Theresa Hess Enron - NNG	✓
	24.	Carol Gaas MGT	✗
	25.	Coralie Sculley Panhandle Eastern	✓
	26.	Pat Finley TGP	✗
	27.	Joe Kardas NFGSC	✗
	28.	Kim Van Pelt Trunkline Gas Company	✗
	29.	Fred Norwood EPNG	✓
	30.	Kurt Link Williston Basin Interstate	✓
	31.	Anjie Hoppe KN Westex	✓
	32.	Stephanie LeCureaux ANRPL	✗
	33.	Julie Unruh Mobile Bay Pipeline	✓
	34.	Jim Keisler Transco	✓
	35.	Toby Kuehl Transwestern Pipeline	✓
	36.	Danielle Kappus Algonquin Gas Company	✓
	37.	Michael Stender Mojave Pipeline	✗
	38.	Mark Gracey Tennessee Gas Pipeline	✓



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39.	Dale Davis	WGP	✓
40.	Alan Burns	Columbia Gas Transmission	✓
41.	Diane Eckels	Enron	✓
42.	John Summers	Duke Energy	✓
43.	Patrick Darish	Great Lakes Gas Transmission	✓
43.	Clancy Aschbrenner	Colorado Interstate Gas	✓



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Attachment 1

PRINCIPLES, DEFINITIONS, AND STANDARDS APPROVED BY THE INTERNET "LOOK AND FEEL" TEAM as of March 10, 1998

Principles approved by the team

Principle 1

Informational Postings Web Sites should be easy to locate.

Principle 2

Information within an Informational Postings Web Site should be easy to locate.

Principle 3

Information across Informational Postings Web Sites should be consistently displayed.

Principle 4

Information across Informational Postings Web Sites should be easy to download.

Principle 5

Display space for content on Web sites should be maximized.

Principle 6

On the Web sites, the use of scrolling, especially left to right, should be minimized.

Definitions approved by the team

Definition 1

"Informational Postings" is the term that identifies common information, which would include the five required postings under Standard 4.3.6.

Definition 2

"Download" is the term used to describe the retrieval of information from a Web site in a format suitable for storage.

Definition 3

"Display" is the term used to describe the typical visual presentation derived by a browser as a result of retrieval of information from a given URL.

Definition 4

"Printing" is the term used to describe the typical printed layout derived when a document is printed from a display tool (browser, word processor, etc.).

Definition 5

"Site Map" is the term used to describe a Web page of URL links, which resembles a table of contents or directory tree structure, of categories and subcategories of information.

Definition 6



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"Central Address Repository" (CAR) is the term used to describe: 1) the Web site providing links to all Transportation Service Providers' Informational Postings, and 2) the entity administering and maintaining the above Web site and repository.

Standards approved by the team

Standard 1

"Informational Postings" should be the label used for navigation to or within the Web site.

Standard 2

Transportation Service Providers should provide and keep current the addresses (URLs) for the following to the Central Address Repository (CAR) in a CAR specified format:

- Informational Postings
- Site Map
- Affiliated Marketer Info.
- Capacity
- Index of Customers
- Notices
- Tariff

Standard 3

The Central Address Repository should make available a consolidated repository of the Transportation Service Providers' current URLs listed in Standard 2 in two ways: 1) a vehicle to link to sites and categories, and 2) a downloadable list.

Standard 4

A user ID or password should not be required to access the Central Address Repository or the Transportation Service Provider's Informational Postings.

Standard 5

The categories and the labels for Informational Postings required under Standard 4.3.6 should be as follows:

- Affiliated Marketer Info.
- Capacity
- Index of Customers
- Notices
- Tariff

These categories and labels should appear in the order specified above and before any others.

Standard 6

The following navigational links should appear and be labeled as such immediately following Informational Postings:

- Download
- Search
- Site Map

Standard 8

The subcategories and labels for the categories of Informational Postings should be as follows:
Affiliated Marketer Info.



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CATEGORIES	SUBCATEGORIES
Affiliated Marketer Info.	Capacity Allocation Log (when applicable) Discount Offers
Capacity	Operationally Available Unsubscribed
Index of Customers	
Notices	Critical Non-Critical
Tariff	Title Page Table of Contents Preliminary Statement Map Currently Effective Rates Rate Schedules General Terms and Conditions Form of Service Agreement Entire Tariff Sheet Index

Standard 11

The Transportation Service Provider's Informational Postings Web Site should include the name, nickname, or name abbreviation of the Transportation Service Provider so that it will appear first in the browser title bar.

Standard 12

The Site Map should be provided in the content area and should include links to all levels of categories described in Standard 5 and Standard 8. Each level of category and subcategory should be indented to show its relationship and should be presented in text form to best utilize space.

Standard 13

Transportation Service Providers should provide search for a word or phrase within the text, headers, and footers of the entire tariff and within any of the following tariff subcategories: 1) Rate Schedules, 2) General Terms and Conditions, and 3) Form of Service Agreement. The results of the search should provide a list of links to the pages containing the word or phrase. "Search" should appear as a link and be labeled as such, appearing immediately above the Site Map link.

Standard 14a

The "Notices" category (as shown on the left*) should expand to a list of subcategories (on the left) when clicked; there is no display requirement on the right*. Each subsequent level of subcategory should expand to display (also on the left) the associated sub-subcategories. When clicked, each of these subcategories and any sub-subcategories within them should display a list of notices for that category (sub or subsub) on the right*.

*Within this standard, the left refers to the navigational area and the right refers to the content area.



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Standard 14b

For the subcategories of Notices, the first five column headings in the content area should be Notice Type, Posted Date/Time, Notice Effective Date/Time (and Notice End Date/Time, when applicable), Notice Identifier (optional*) and Subject, with the list sorted in reverse chronological order by Posted Date/Time.

*When used as a reference, the Notice Identifier should be displayed.

Standard 14d

The words or labels that should appear in the "Notice Type" column in Standard 14b should be:

<u>Labels</u>	<u>Words</u>
Cap. Constraint	1. Capacity constraint
Cap. Discount	2. Capacity Discount
Curtailement	3. Curtailment
Force Majeure	4. Force Majeure
Maintenance	5. Maintenance
OFO	6. Operational Flow Order
News, Phone List	7. Press Release, Company News or Phone List
Other	8. Other

Standard 15

The links to categories of Informational Postings should be displayed vertically on the left hand side of the screen at all times.

Standard 19

Each line of the tariff "Table of Contents" should provide a link to a corresponding sheet by clicking on the sheet number shown. The subcategories Currently Effective Rates, Rate Schedules, General Terms and Conditions, and Form of Service Agreement should provide either a table of contents or a similar breakdown, when applicable, and a link function to a corresponding sheet. For example, if "General Terms and Conditions" has a separate table of contents, it should provide corresponding links.

Standard 20

For tariff documents, "previous" and "next" links should be displayed at the top of each HTML document. If the "previous" and "next" links may scroll off the display, they should also be provided at the bottom of the HTML document.

Standard 24

The following categories and subcategories should be downloadable in tab delimited ASCII format:

- Capacity Allocation Log
- Operationally Available Capacity
- Unsubscribed Capacity
- Index of Customers

Standard 26

The operational Available Capacity and Unsubscribed Capacity file for download should include the following columns in this order:

- Point Common Code
- Point Description
- Segment Zone Name



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Location Quantity Type
Available Quantity
Available Capacity Effective Date/Time
Available Capacity End Date/Time
Posting Date/Time



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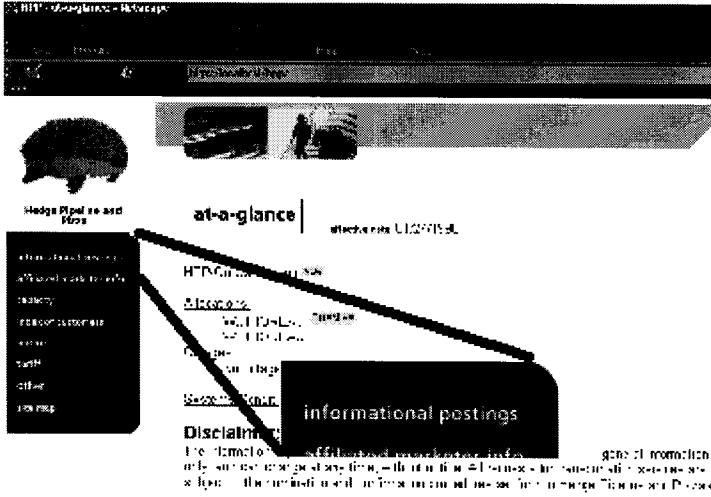
HOME PAGE www.gisb.org

Request for insertion in the Explanatory Comment in the Implementation Guide

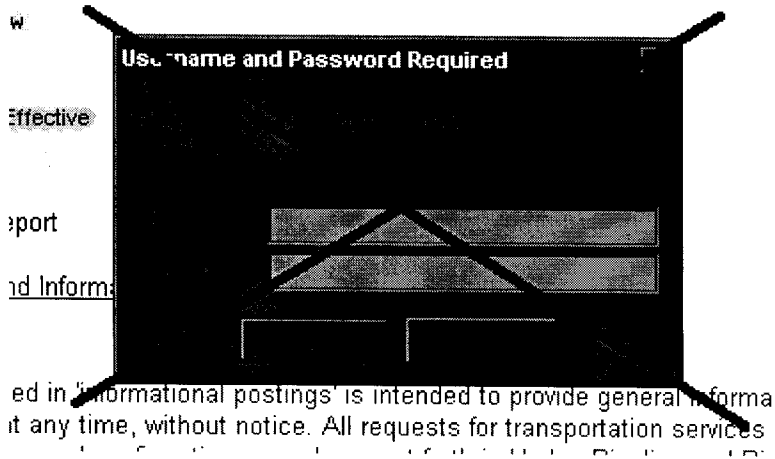
For purposes of GISB standards, Uniform Resource Locator (URL) is as defined by the Internet Engineering Task Force (IETF).

Illustrations for insertion to a guide/standards

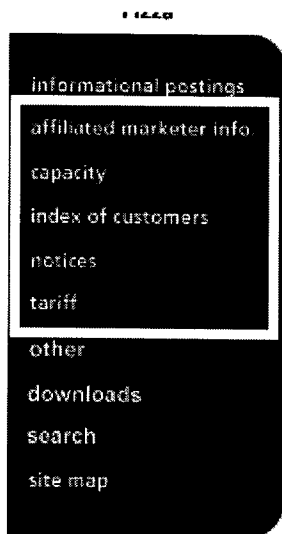
S1



S4



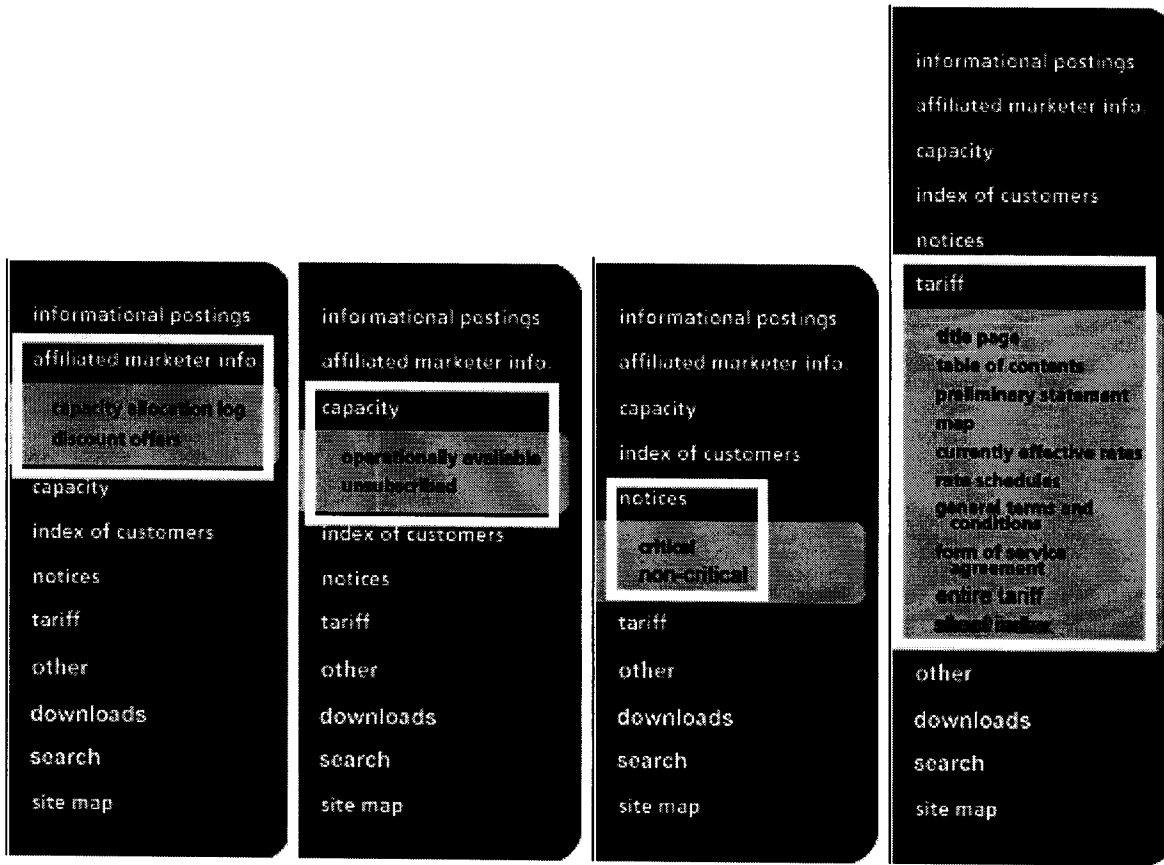
S5



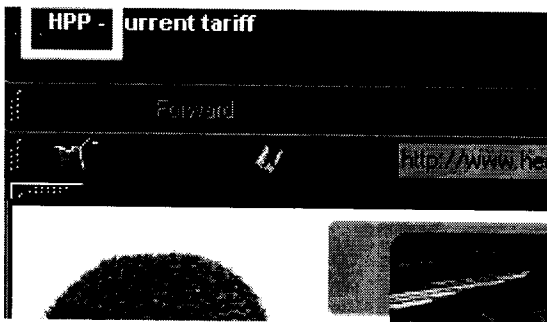
S6



S8



S11



s12

site map

informational postings

affiliate marketer info.

capacity allocation log
discount offers

capacity

operationally available
unsubscribed

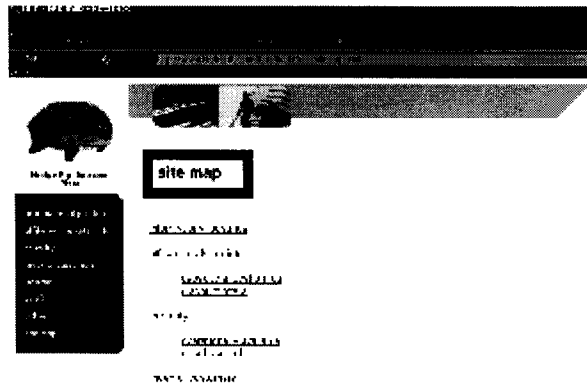
index of customers

notices

critical
non-critical

tariff

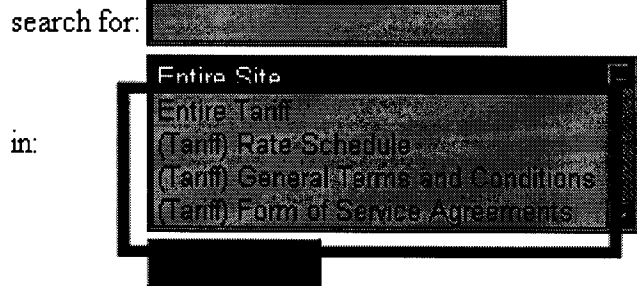
title page



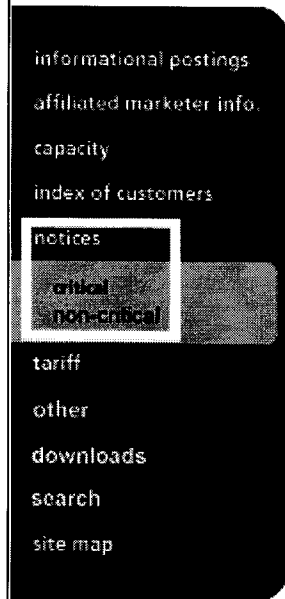
S13



search



S14a



S14b



non-critical notices

02/14/1998 12:35 PM

Notice Type	Posted Date/Time	Notice Effective Date/Time	Subject
OFO	02/13/1998 3:09PM	03/13/1998 3:09PM	NBPL/NNG ABERDEEN
OFO	02/13/1998 3:09PM	02/19/1998 3:09PM	NBPL/NNG MARSHALL
OFO	02/13/1998 3:09PM	04/18/1998 3:09PM	NBPL/NNG WELCOME
Maintenance	02/13/1998 3:09PM	04/18/1998 3:09PM	BEAVER COUNTY #12
OFO	02/12/1998 3:09PM	02/13/1998 3:09PM	NNG/NBPL GRUNDY CENTER
Maintenance	02/11/1998 3:09PM	02/13/1998 3:09PM	FINNEY COUNTY #2
Maintenance	02/3/1998 3:09PM	02/27/1998 3:09PM	PLAINS ML COMPRESSOR STA

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nd



Hedge Pipeline and Pizza
 FERC Gas Tariff
 Second Revised Volume No. 1

I

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Hedge Pipeline and Pizza
 FERC Gas Tariff
 Second Revised Volume No. 1

PRELIMINARY STATEMENT

Hedge Pipeline and Pizza, sometimes herein referred to as "Transporter" or "Seller", is a natural gas company engaged in the business of transporting, and selling natural gas in interstate commerce pursuant to authority from and subject to the jurisdiction of the Federal Energy Regulatory Commission.

The facilities operated by Transporter consist of a pipeline system from the states of Texas, Kansas, and Oklahoma through the states of New Mexico and Arizona to points near the California-Arizona state border.