

Internet E-mail Notification For Bumps, OFOs and Critical Notices

Introduction:

In Order 587-G, FERC stated that service requesters should be notified of intraday bumps through the Scheduled Quantities document and Internet E-mail. Other important communications from transportation service providers (TSP) to service requesters (SR) include operational flow orders (OFO) and critical notices (CN). Recipients of Internet E-mail notifications need to receive such notification in a consistent format from all TSPs to effectively manage their internal distribution. TSPs need an efficient method to manage the external distribution of such notices.

Goals (Scope):

Standardize bump notification consistent with Order 587-G language.

Develop minimum standards to be supported by all TSPs. TSPs will have the option to exceed the minimum standards as long as the “enhanced” notification does not contradict the minimum standards.

Standardize the format of bump, OFO and CN notification to the extent that recipients can manage internal distribution based on either the recipient’s address or text contained in the E-mail.

Balance the need for recipients to consistently receive Internet E-mail to facilitate internal distribution with the need of senders to efficiently manage external distribution.

Complete work by mid February to allow for vote by the Executive Committee in the March meeting.

Issues Out of Scope:

This committee will not attempt to standardize when it is appropriate for a TSP to issue an OFO or CN since these circumstances are related to the operational integrity of the pipeline and can vary significantly from TSP to TSP. TSPs have negotiated such requirements with their customers and addressed the requirements within their tariff.

Proposed Standards:

Transportation Service Providers are only required to provide Service Requesters with notification of intraday bumps through the Scheduled Quantities document and Internet E-mail or URL (get specific language from the Order).

Service Requesters (SR) should provide Transportation Service Providers with an Internet E-mail address to be used for intraday bump, operational flow orders and other critical notices notifications. SRs will have the option of providing separate Internet E-mail addresses for bump notification, operational flow orders and critical notices.

Service Requesters should manage internal distribution of intraday bump notices, operational flow order notification and other critical notices.

Intraday bump notifications should include the name of the Transportation Service Provider and the cycle in which the bump occurred. The subject line of the E-mail message should simply be “Bump” (not case sensitive) and not include any further text or characters.

Operational Flow Order notifications should include the name of the Transportation Service

Provider (TSP) and other information required by the TSP's tariff. The subject line of the E-mail message should simply be "OFO" (not case sensitive) and not include any further text or characters.

Critical Notice notifications should include the name of the Transportation Service Provider (TSP) and other information required by the TSP's tariff. The subject line of the E-mail message should simply be "Critical Notice" (not case sensitive) and not include any further text or characters.

Explanation of How the Proposed Standards Fulfill the Committee's Goals:

Distribution Managed by E-mail Address: By having the option to provide separate Internet E-mail addresses based on the type of notification, service requesters (SR) are then able to set up, if desired, the automated distribution (forwarding) to be used by the SR's E-mail system. Internal distribution can be managed so all appropriate personnel can get timely notification of the bump, OFO or critical notice.

Example on how this could be managed by the SR: Columbia Energy Services (CES) does business with both Columbia Gulf (CGT) and Columbia Gas Transmission (TCO) and has different personnel that are responsible for transactions on each TSP. To manage the distribution of bump notices, CES sets up E-mail address `cgt_bump@columbiaenergyservices.com` for notices from CGT and `tco_bump@columbiaenergyservices.com` for notices from TCO. CES would then manage internal distribution of the bump notice using their automatic forwarding feature of their own E-mail software and having a different distribution list for CGT and TCO. As CES personnel change and the distribution list needs to be updated, CES would update the distribution list within their own E-mail system. Further, CES could set up an E-mail address of `cgt_ofo@columbiaenergyservices.com` for OFO notification and `cgt_criticalnotice@columbiaenergyservices.com` for Critical Notices and CGT would have an obligation to use the appropriate E-mail address to match the type of notification. CES would have the same ability to manage their internal distribution of OFO and Critical Notices as would be available for bump notifications.

Distribution Managed by Text: In the case of a Service Requester wanting to determine the type of notification by using the subject line instead of the address, the subject line would contain a standard text that would distinguish the type of notification.

Question about E-mail Attachments: Due to some problems with E-mail attachments, is a standard needed or simply instructions within the TIBP that attachments not be used and all pertinent information be included in the body of the E-mail?

Process Questions: Bracketed text is a proposed answer.

In what section should these standards be included? [Nominations]

To what extent should these standards be documented within the implementation guides? [TIBP with a paper sample but not EDI section.]

What other GISB committees need to review the proposed standards prior to vote by the Executive Committee? [None]