

NOTICES TASK FORCE
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General Concept: (The task force can adopt this concept as a working principle.
Should we adopt this as a GISB principle?)

The intention of notices whether sent via Internet E-mail or EDI is to alert the receiving party of an event (intraday bump, OFO, critical notice) and communicate the type of notice, the party providing the notice and the Internet address where more detailed information concerning the notice may be found.

Internet E-mail Format:

Proposed Standard: When sending Internet E-mail notifications for intraday bumps, operational flow orders and critical notices, the subject line of the E-mail should be formatted in a manner that facilitates distribution of the notice by the receiving party based on the type of notice and party providing the notice. The body of the E-mail should contain the Internet web site address where detailed information concerning the notice can be obtained. At the option of the party sending the notice, additional information may be contained in the body of the E-mail.

TIBP Language: When sending Internet E-mail notifications for intraday bumps, operational flow orders and critical notices, the subject line of the E-mail should be formatted to include a four-character code to indicate the type of notice (bump, ofox, crit) followed by a blank space followed by the DUNS # of the party providing the notification followed by a blank space followed by the name or acronym for the party sending the notice. The name or acronym is simply to provide readable text for pager messages or subject lines of forwarded of E-mail messages. The DUNS # is included in the subject to facilitate routing.