

Notices Task Force Proposed Agenda
Columbia Gulf Transmission Offices, 2603 Augusta, Houston Texas
February 24, 1999 – 09:00 a.m. CT to Noon

1. Administrative
 - Welcome
 - Antitrust
 - Attendee Roll Call
 - Adoption of Agenda
2. Review and approve minutes from the February 11 meeting
3. Discussion and Vote of General Standards from the January 25th Meeting
 - Transportation Service Providers should provide Service Requesters (SR) with notification of intraday bumps, operational flow orders and other critical notices through the SR's choice of Internet E-mail and/or the appropriate EDI data set to the SR's designated site. (Proposed replacement for the first proposed standard from R98086. Motion maker -- Kim Van Pelt, second -- Randy Young)
 - Unless the Service Requester (SR) and the Transportation Service Provider (TSP) have agreed to exclusive notification at the SR's designated site, the SR should provide to the TSP at least one Internet E-mail address to be used for electronic notification of intraday bumps, operational flow orders and other critical notices. The obligation of the TSP to provide electronic notification is relieved until the above requirement has been met. (Proposed replacement for the first sentence of the second proposed standard from R98086. Motion Maker – Joe Bianchi, second – Kim Van Pelt)
 - Transportation Service Providers should support sending electronic notification of intraday bumps, operational flow orders and other critical notices to two Internet E-mail addresses for each Service Requester. (Proposed replacement for the second sentence of the second proposed standard from R98086. The group decided that a motion maker and second were not necessary since no vote was being taken during this drafting session.)
 - Service Requesters should manage internal distribution of intraday bump notices, operational flow orders and other critical notices. (This is the same as the third proposed standard from R98086).
4. Discussion and Vote of Business Practice and Detail E-mail Standards
5. Discussion and Vote of Business Practice and EDI data element Standards
6. Determination if any standards are ready to be posted for comment and EC vote

Conference Call participants should use the following instructions:

- Dial 800.832.3242 (Direct Dial number is 304.357.3242)
- Select Option 3 for Meeting Place
- Select Option 1 to attend the meeting
- Record your name and company name so you can be announced as you join
- Enter the meeting number of GISB (4472)
- You will then be connected to the meeting.
- Note: please refrain from putting the call on hold if your phone system plays music to on hold parties.

Notices Task Force
Log of Motions Passed To Date
(As of February 11, 1999)

Instructions to Information Requirements:

- Instruct Information Requirements to modify the EDI data set 5.4.16 System-Wide Notices to accommodate the notice types of OFO, intraday bump and other critical notices individually and to modify the TIBP for this data set to reflect these changes or to create a new data set to accommodate this business practice as they deem necessary.

Principles, Definitions and Standards: