

Notices Task Force Proposed Agenda
Columbia Gulf Transmission Offices, 2603 Augusta, Houston Texas
March 22, 1999 – 09:00 a.m. CT to 4:30

1. Administrative
 - Welcome
 - Antitrust
 - Attendee Roll Call
 - Adoption of Agenda
2. Review and approve prior meeting minutes
3. Discussion and Vote of Business Practice and Detail E-mail Standards
 - Koch Proposed #6: When sending Internet E-mail notifications for intraday bumps, operational flow orders and other critical notices, the subject line of the E-mail should include the following information separated by commas in the following order: (1) "Critical", (2) Notice Type ("Bump", "OFO", "Critical"), (3) the Notice Effective Date in YYYYMMDD format, (4) the name or abbreviation of the Transportation Service Provider (excluding commas), and (5) the Transportation Service Provider's DUNS number. [Motion Maker -- Randy Young, Second -- Donna Scott] Resume discussion that was in progress at the time of adjournment of the last meeting. The remaining discussion will focus on the method to identify the notice type and to what extent this standard should include all existing notice types.
 - Koch Proposed #5: Transportation Service Providers should include at least the same level of information for notification of an intraday bump, operational flow order or other critical notice regardless of the method of notification chosen by the affected party (EDI/EDM, EBB/EDM, E-mail or FF/EDM). [Note 1: should the notification methods parenthetical be moved after "notification"?] [Note 2: this is similar to a proposed standard by Dynegy in its work paper posted for the February 24 meeting. The discussion will include reconciling Koch #5 and Dynegy's proposed standard.]
4. Discussion and Vote of Business Practice and Detail EDI Standards
 - The EDI data set 5.4.16 (System-Wide Notices) should be expanded to include a Sender's Option data element for Notice Recipient that identifies the business party to whom the notice is directed. For intraday bump notices, this data element would be mandatory and populated with the Service Requester that is being bumped. The Sender's Option usage is needed since the data element may or may not be applicable depending on the type of notice and the intended audience. If IR deems it necessary to create a new data set instead of modify 5.4.16, then the newly created data set should accommodate this data element. [This is proposed as an additional instruction to IR. This is similar to NrG's proposed 2nd standard. The discussion will include reconciling the proposed standard and NrG's proposed standard.]
5. Discussion of additional work papers and vote proposed standards
 - Dynegy:
 - Electronic Notification to include if penalties apply to the intraday bump. [Note – carefully craft language that this is in reference to scheduling-type

- penalties alluded to in FERC Order 587-H (?) and would in no way indicate a blanket waiver of all penalties.]
- Ability to sort bumped transactions to the top of the scheduled quantities screen (matrix) or select only bumped transactions.
 - Nrg:
 - Standard: All critical system-wide notices, as defined in the EDI data set for standard 5.4.16, must be available to all service requesters by Electronic Notification.
 - Other work papers posted for the meeting
6. Determination if any standards are ready to be posted for comment and EC vote

Work papers proposing additional standards, instructions to IR, or amending items listed above should be posted by March 15.

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 for 9 to noon, 447276 for 12:30 to 4:30)
- 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 24, 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:

- (D1) “Electronic Notice Delivery” is the term used to describe the delivery of notices via Internet E-mail and/or EDI/EDM.
- (S1) Transportation Service Providers should provide affected parties with notification of intraday bumps, operational flow orders and other critical notices through the affected party’s choice of Electronic Notice Delivery mechanism(s).
- (S2) Unless the affected party and the Transportation Service Provider (TSP) have agreed to exclusive notification via EDI/EDM, the affected party should provide the TSP with at least one Internet E-mail address to be used for Electronic Notice Delivery of intraday bumps, operational flow orders and other critical notices. The obligation of the TSP to provide notification is waived until the above requirement has been met.
- (S3) Transportation Service Providers should support the concurrent sending of electronic notification of intraday bumps, operational flow orders and other critical notices to two Internet E-mail addresses for each affected party.
- (S4) Affected parties should manage internal distribution of notices received by Electronic Notice Delivery.