

Notices Task Force Draft Minutes
Conference Call
April 23, 1999 – 09:00 a.m.

A. Administrative

- Welcome
- Antitrust: Michael Hansen provided the antitrust guidelines.
- Attendee Roll Call
- Adoption of Agenda: The agenda was adopted as posted.

B. Review, discuss and vote on responses to questions posed by Information Requirements

Question 1. The definition of Electronic Notice Delivery in “D1” identifies Internet E-mail and EDI as the mechanisms of delivery for electronic delivery of notices. “S1” states that the affected party can choose the Electronic Notice Delivery mechanism, which is defined in “D1”. Therefore, what is the intent of the portion of “S6” which states “ ... method of notification chosen by the affected party (EDI/EDM, EBB/EDM, E-mail or FF/EDM)”? Does this allow the affected party to choose from the four mechanisms listed? This list implies that TSPs are required to support all four mechanisms.

If the affected party is allowed to choose between Internet E-mail and EDI, there will be no changes to the System-Wide Notices data dictionary.

If the affected party is allowed to choose between the four mechanisms listed in the parenthetical in “S6”, abbreviations and usages for EBB and Flat File will be developed for the data elements in the System-Wide Notices data dictionary.

Response of the Task Force to Question 1:

Comment to EC to amend S6 prior to vote:

Transportation Service Providers (TSPs) may offer notification mechanisms in addition to those referenced in GISB Standard [S1] (e.g., EBB/EDM, FF/EDM). TSPs 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. [Jim Keisler – Motion Maker, Jim Buccigross – Second. Passed unanimously.]

Instruction to IR: IR does not need to make modifications to the System-Wide Notices data set to support E-mail, EBB/EDM or FF/EDM as a result of the work of the Notices Task Force.

Question 2. Do “S2” and “S6” affect the current request / response GISB EDI process for OFOs and critical notices? Currently, a requester can obtain all system-wide notices via an for System-Wide Notices. With the exception of intraday bumps, when a party requests a download of System-Wide Notices via

an Upload of Request for Download of Posted Datasets, will all OFOs and critical notices be included in the response?

Response of the Task Force to Question 2:

Note for Minutes: The work of the Notices Task Force does not propose changes to any existing practice of sending OFOs and critical notices in response to an upload of request for System Wide Notices.

Question 3: Should there be a new data element indicating the intent of "S7"? If a data element is to be added, we need to clarify the intent. Does it apply to a particular transaction(s), cycle or the entire gas day? Or does it apply to all of the transactions included in the message text?

If the Notices Task Force does not intend for a data element to be added, then the intent of "S7" does not affect IR's implementation.

Response of the Task Force to Question 3:

Instructions to IR: Regarding S7, the intent of the Notices Task Force is for the penalty indicator to be included in the body of the E-mail or Notice Text. No additional data element is necessary.

C. The meeting adjourned.

**Notices Task Force
Log of Motions Passed To Date
(As of April 23, 1999)**

Instructions to Information Requirements:

- Instruct Information Requirements to modify the EDI data set 5.4.16 System-Wide Notices to accommodate the modifications to standard 4.3.29 and to modify the TIBP for this data set to reflect these changes or to create a new data set to accommodate the business practice of sending notifications for intraday bumps, operational flow orders and other critical notices as they deem necessary.
- Instruction to IR: Modify the TIBP for 5.4.16 to clearly state that when sending Internet E-mail notifications for intraday bumps, operational flow orders and other critical notices, the Notice Type label should be the complete text label that corresponds to the Notice Type per standard 4.3.29.
- Instruction to IR: IR does not need to make modifications to the System-Wide Notices data set to support E-mail, EBB/EDM or FF/EDM as a result of the work of the Notices Task Force.
- Instructions to IR: Regarding S7, the intent of the Notices Task Force is for the penalty indicator to be included in the body of the E-mail or Notice Text. No additional data element is 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.
- (S5) 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 label (per GISB standard 4.3.29), (3) the Notice Effective Date in YYYYMMDD format, (4) the name or abbreviation of the Transportation Service Provider (TSP)(excluding commas), and (5) the TSP’s DUNS ® number.
- (S6) Transportation Service Providers (TSPs) may offer notification mechanisms in addition to those referenced in GISB Standard [S1] (e.g., EBB/EDM, FF/EDM).

TSPs 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~~). [Redline version of the standard as amended by the Task Force in the April 23 meeting. If ratified, “[S1]” will be replaced with the actual standard number for the proposed S1 standard.]

- (S7) Intraday bump notices should indicate whether daily penalties will apply for the gas day quantities are reduced.
- (S8) On the Scheduled Quantity Web page, a mechanism should exist to allow the display of those line items that result in nomination reductions due to intraday bumps before all other line items are displayed, or to allow the selection of only those line items that have been reduced due to intraday bumps.
- (S9) Intraday bump notices should contain at least the affected Service Requester Contract, Receipt and/or Delivery Location, and Receipt and/or Delivery Point Quantity from the Scheduled Quantity (GISB standard 1.4.5).

- Modify standard 4.3.29 as follows:

- The words or labels that should appear in the “Notice Type” column in Standard 4.3.28 should be:

Words

Capacity Constraint
 Capacity Discount
 Curtailment
 Force Majeure
Intraday Bump
 Maintenance
 Operational Flow Order
~~Press Release, Company News~~
~~— or Phone List~~
Phone List
Press Release, Company News
 Other

Labels

Cap Constraint
 Cap. Discount
 Curtailment
 Force Majeure
Bump
 Maintenance
 OFO
~~News, Phone List~~
Phone List
News
 Other