

Report on Technical Feasibility and Impacts of Separating the WGQ EDM into Multi-Quadrant Electronic Transport and Quadrant-Specific EDM Documents

Background

On April 9, 2003 the NAESB WGQ Executive Committee (EC) requested the WGQ EDM subcommittee determine the feasibility of separating the WGQ EDM Related Standards manual into separate documents:

- a cross-quadrant set of standards focused on the **Electronic Transport** (ET) of data, and
- a **Quadrant-specific Electronic Delivery Mechanism** (QEDM) document that allows the each quadrant to define standards specific to their business processes.

In March, 2003 the WGQ EDM, REQ TEIS, and RGQ TEIS subcommittees met to discuss the future of the NAESB EDM set of standards. The groups recognized the value of a common NAESB transport set of standards and the coordinated efforts needed to achieve this goal. The three quadrants decided to explore the idea of pulling common standards into a separate document, and having separate quadrant-specific EDM documents that detailed the specific requirements for each quadrant.

The three technical subcommittees met several times to review the existing WGQ EDM to determine what standards were common to all quadrants. These teams determined the following areas were relevant to a common set of standards:

- Tab 4 – Business Process and Practices
- Tab 6 – Technical Implementation – Internet EDI/EDM & Batch FF/EDM

The list of issues identified by REQ TEIS in their review of the WGQ EDM Tab 6 was reviewed.

At this time there are no technical changes dictated on WGQ companies by this approach.

Some of the advantages and disadvantages of this common ET approach are identified below:

Advantages	Disadvantages
<ul style="list-style-type: none">• WGQ companies that participate in multiple quadrants realize cost efficiencies by having a single ET implementation that supports all of their marketplaces.• A single NAESB ET set of standards simplifies marketplace implementations.• NAESB recognizes synergy across all quadrant EDM development efforts.• A single NAESB ET set of standards adds credibility to the organization.• A single NAESB ET set of standards provides for a broader base of support by ET software vendors.	<ul style="list-style-type: none">• The development and maintenance of a common ET set of standards requires cross-quadrant cooperation and coordination.• The WGQ would have to adapt their standards including software and/or system changes, rewriting books, creating cross-references, adopting formats for document sections, etc.• The WGQ may have to adapt their systems to support the new standards.

Issues Identified

Technical

Appendix A has detailed description of each technical issue below, as well as the recommended resolution.

1. **HTTP Header 'to' and 'from' Fields:** The existing WGQ EDM requires a 9-digit DUNS number for both the 'to' and 'from' in the HTTP header. Other energy markets allow a larger number of characters. There is discussion of adopting a 9- to 15-character alphanumeric data element for the 'to' and 'from' data elements in the HTTP header. This would allow the WGQ to continue to use a 9digit DUNS number, while enabling other quadrants to use DUNS+4 and other formats. This only applies to the HTTP header data dictionary and does not affect the data elements in any other data dictionaries.
2. **Input Format Field:** The existing WGQ EDM allows for only X12, FF, Error. The proposed change allows each quadrant to define their specific list of supported formats.
3. **Timestamp:** The existing WGQ EDM assumes that the acknowledgement timestamp (time-c) is Central Clock Time. The proposed change adds a field (time-c-qualifier) that identifies timezone. The subcommittees jointly recommend that each quadrant decide if this data element is to be used. The WGQ EDM subcommittee does not recommend use of this data element.
4. **Username/Password Sharing by Clearinghouses:** Some transaction clearinghouses that support multiple trading partners want one username/password authentication for multiple authority profiles. The existing WGQ EDM does not clearly define rules in this area. The technical subcommittees jointly recommend that each trading partner receive their own username/password with only their authority.

Other Issues

5. **Standards, Definitions and Principles** Many of the standards, definitions, and principles detailed in "Business Processes and Practices" (Tab 4) apply to the ET, the QEDM and both the ET and QEDM. The technical subcommittees jointly reviewed these areas and identified 11 principles, 1 definition, and 17 standards that pertain to the ET. Attachment A of this document details the list of standards, principles and definitions that belong in the ET.
6. **Shared Governance of ET Standards:** The ET set of standards apply to multiple quadrants. The development and maintenance of these standards would be done by all interested quadrants working jointly, governed by the NAESB Certificate, Bylaws, and NAESB Operating Procedures.
7. **Timing:** The REQ has an annual plan completion date for their EDM, including ET and the QEDM, of Q3 2003. There is a sense of urgency around the completion of the ET as a result.
8. **Versioning Complexity:** Creating two manuals (ET, QEDM) out of one (WGQ EDM) results in more complex version management issues.

Next Steps for the WGQ EC

1. The WGQ EC directs the WGQ EDM Subcommittee to proceed with separation of WGQ EDM Tab 6 into a common ET and a WGQ QEDM.
2. The WGQ EC directs the WGQ EDM Subcommittee to work jointly with the RGQ/REQ TEIS subcommittees towards a common ET set of standards.

Attachment A – Preliminary Review of Principles, Definitions, and Standards

All principles, definitions, standards and interpretations from the WGQ EDM v1.6 are listed below. The 11 principles, 1 definition, and 17 standards that pertain to the ET are in bold. No pertinent interpretations were identified.

C. Electronic Delivery Mechanism Related Standards

Principles

- 4.1.1 [Deleted]
- 4.1.2 **The Electronic Delivery Mechanism does not pick winners, rather it should create an environment where the marketplace can dictate a winner or winners.**
- 4.1.3 **The solutions should be cost effective, simple and economical.**
- 4.1.4 **The solutions should provide for a seamless marketplace for natural gas.**
- 4.1.5 [Deleted]
- 4.1.6 **Data providers (transportation service providers) should interface with third party vendors according to NAESB WGQ standards.**
- 4.1.7 **Electronic communications between parties to the transaction should be done on a nondiscriminatory basis, whether through an agent or directly with any party to the transaction.**
- 4.1.8 [Deleted]
- 4.1.9 **Service providers should post clear and precise business processing rules at the designated site, or in writing, upon request.**
- 4.1.10 There should be at least one standard (computer-to-computer exchange of transactional data) for data exchange format.
- 4.1.11 [Deleted]
- 4.1.12 **Protocols and tools that parties elect to support should be “Internet-compatible”.**
- 4.1.13 Regarding the request that EBBs need to provide the ability to create and print specialized reports, the data should be made available so as to permit the users of the information to download the data to be used in their applications.

- 4.1.14 The industry should use standard policies and guidelines for testing new data sets. These guidelines are currently being developed using the NAESB WGQ guideline adoption procedures (GAP) (GISB Version 1.0).
- 4.1.15 **The North American Energy Standards Board Wholesale Gas Quadrant should not set standards for site-level security. Individual organization security standards should be relied upon.**
- 4.1.16 Informational Postings Web Sites should be easy to locate.
- 4.1.17 Information within an Informational Postings Web Site should be easy to locate.
- 4.1.18 Information across Informational Postings Web Sites should be consistently displayed.
- 4.1.19 Information across Informational Postings Web Sites should be easy to download.
- 4.1.20 Display space for content on Web sites should be maximized.
- 4.1.21 On the Web sites, the use of scrolling, especially left to right, should be minimized.
- 4.1.22 Web site standards should not preclude various levels of user response and inter-activity. Minimum levels of user response or inter-activity should be developed.
- 4.1.23 Web site standards should not dictate or limit back-end development technology or systems. Industry Web sites should be accessible by a Standard Client Configuration.
- 4.1.24 A standardized Web site navigational structure should be developed to provide access to business functions. The hierarchical relationship, structure and order for navigation on the Web site should be established in a standardized manner.
- 4.1.25 Additional Informational Postings under NAESB WGQ Standard No. 4.3.6 which are not yet standardized for Web sites should be communicated over the Internet via a “common look and feel” standardized Web page.
- 4.1.26 Customer Activities Web sites should be designed for ease of user interaction.
- 4.1.27 There should generally be a one-to-one relationship between data elements used for EDI and/or flat files and the data displayed on Customer Activities Web pages.

- 4.1.28 Standard field name descriptors or abbreviations, and navigation and functional screen layouts should be used on all Customer Activities Web pages. There should be no standards for font size, colors, etc. Functional screen layouts should be developed as standards which would divide each transactional screen into separate areas and define which data elements belong in each specific area.
- 4.1.29 Information that is constant for the displayed Content Area may be placed in the page Header.
- 4.1.30 Data elements that have default values may be placed last to minimize scrolling.
- 4.1.31 As a general guideline, the initial phase of each business function category (of a multiple phase implementation) of “common look and feel” for Internet transactions that are not currently standardized should begin subsequent to the implementation of the currently standardized data sets to the Web. This does not preclude the implementation of new standardized data sets as they become available.
- 4.1.32 There is displayed information on Customer Activities Web sites which does not have a comparable data element in EDI; however, the data (e.g. totals, reports, calculations) is derived from other EDI data elements. Provision of such information does not require the development of an EDI data set to accomplish a one-to-one match. However, any Customer Activities Web function should be derivable from information available in EDI data sets.
- 4.1.33 When standardized, all elements used in standard EBB/EDM, EDI/EDM and FF/EDM should be defined in the related NAESB WGQ x.4.z standard.
- 4.1.34 For NAESB WGQ FF/EDM, the content and usage of flat files should reasonably correspond to the NAESB WGQ data sets used for NAESB WGQ EDI/EDM.
- 4.1.35 If NAESB WGQ FF/EDM is implemented, flat files should be exchanged via the NAESB WGQ EDI/EDM site or the Customer Activities Web site.
- 4.1.36 Trading partners should maintain redundant connections to the public Internet for NAESB WGQ EDM Web sites, which include all NAESB WGQ standardized Internet communication. These redundant connections should be topographically diverse (duality of) paths to minimize the probability of a single port of failure.**
- 4.1.37 Transportation Service Provider EDM implementations should minimize the number of outbound ports required to be opened on the client-side firewall.**
- 4.1.38 Until such time as NAESB WGQ standardizes field lengths for data elements, data element field lengths for FF/EDM should not exceed the corresponding field lengths defined for EDI/EDM as defined in the ANSI ASC X12 version in the NAESB WGQ implementation guide in which the NAESB WGQ data element was adopted.

4.1.39 Trading Partners should mutually select and utilize a version of the NAESB WGQ EDM standards under which to operate, unless specified otherwise by government agencies. Trading Partners should also mutually agree to adopt later versions of the NAESB WGQ EDM standards, as needed, again unless specified otherwise by government agencies.

Definitions

- 4.2.1 "Informational Postings" is the term that identifies common information, which would include the five required postings under NAESB WGQ Standard 4.3.6.
- 4.2.2 "Download" is the term used to describe the retrieval of information from a Web site in a format suitable for storage.
- 4.2.3 "Display" is the term used to describe the typical visual presentation derived by a browser as a result of retrieval of information from a given URL.
- 4.2.4 "Printing" is the term used to describe the typical printed layout derived when a document is printed from a display tool (browser, word processor, etc.).
- 4.2.5 "Site Map" is the term used to describe a Web page of URL links, which resembles a table of contents or directory tree structure, of categories and subcategories of information.
- 4.2.6 "Central Address Repository" (CAR) is the term used to describe: 1) the Web site providing links to all Transportation Service Providers' Informational Postings, and 2) the entity administering and maintaining the above Web site and repository.
- 4.2.7 "Navigational Area" is the term used to describe the area on the left side of the browser display providing links to the Content Area and other navigational links. Navigational Area is not required to be displayed on Customer Activities Web pages where data entry, reporting or inquiry are displayed.
- 4.2.8 "Content Area" is the term used to describe the area directly to the right of the Navigational Area of the browser display. When the Navigational Area is not displayed the entire browser display is content area.
- 4.2.9 "Standard Client Configuration" is the term used to describe the configuration that allows simultaneous access to multiple industry Web sites.
- 4.2.10 "Customer Activities" is the term used to refer to the business function categories relating to Nominations, Flowing Gas, Invoicing, Capacity Release, Contracts and other business functions on industry Web sites.
- 4.2.11 "NAESB WGQ EDI/EDM" is the term used to describe ANSI ASC X12 computer-to-computer electronic data interchange of information in files as mapped from the x.4.z NAESB WGQ standards in the NAESB WGQ Implementation Guides and communicated between trading partners over the Internet using the NAESB WGQ Electronic Delivery Mechanism.

- 4.2.12 “NAESB WGQ FF/EDM” is the term used to describe a standardized flat file electronic data interchange of information in files as mapped from the x.4.z NAESB WGQ standards. NAESB WGQ FF/EDM is communicated between trading partners over the Internet using the NAESB WGQ Electronic Delivery Mechanism.
- 4.2.13 “NAESB WGQ EBB/EDM” is the term used to describe the NAESB WGQ standardized electronic interchange of information for Customer Activities Web site presentations. NAESB WGQ EBB/EDM is communicated between trading partners over the Internet using the NAESB WGQ Electronic Delivery Mechanism for NAESB WGQ EBB/EDM.
- 4.2.14 “Header” is the term used to describe the area at the top of the Content Area of the browser display.
- 4.2.15 “Detail” is the term used to describe the area directly below the Header in the Content Area of the browser display.
- 4.2.16 “Form” is the term used to describe the portion of the Content Area of the browser display on Customer Activities Web sites used for single transaction entry or display as well as, optionally, data selection. The Form should be either in the upper portion of the Content Area or, alternatively, a single page linked to the Matrix.
- 4.2.17 “Matrix” is the term used to describe the portion of the Content Area of the browser display on the Customer Activities Web sites used to display selected data entered on the Form and, when appropriate, for data entry. The Matrix should be either the lower portion of the Content Area (that area below the Form) or, alternatively, a single page linked to the Form.
- 4.2.18 “Batch Flat File” is the term used within NAESB WGQ FF/EDM to describe the automated computer-to-computer transfer of flat files.
- 4.2.19 “Interactive Flat File” is the term used within NAESB WGQ FF/EDM to describe the transfer of flat files using an interactive browser.
- 4.2.20 Testing data sets between trading partners includes testing of:**
- 1. intended business results,**
 - 2. proposed electronic delivery mechanisms, and**
 - 3. related EDI/EDM and, where supported, FF/EDM implementation issues.**
- Testing should include enveloping, security, data validity, and standards compliance (e.g. ANSI X12 and NAESB WGQ EDM Related Standards).**

Standards

- 4.3.1** By 4/1/97, all parties sending and receiving data should accept a TCP/IP connection. At a minimum, sending and receiving parties should designate an Internet address as a designated site for the receipt and delivery of NAESB WGQ standardized data sets subject to the successful completion of pilot testing by 1/1/97 to ensure that security, performance (within NAESB WGQ standard data transmission time), and reliability are acceptable. The NAESB WGQ data file format should be utilized. The Future Technology Task Force should determine the direction of outstanding issues such as security, archiving, receipt notification, etc., by 7/1/96.
- 4.3.2** On time stamping, data leaves control of the originator by the same time (deadline), regardless of mechanism (3rd party service provider time stamp is acceptable) and 15 minutes of communication time should be available to allow accumulation of all transactions to the pipeline. A standard network protocol (TCP/IP) should be in service for direct connect to the pipeline designated site by 4/1/97.
- 4.3.3** Originating party is any system originating/creating the document reflecting the transaction to be submitted (this could also include a third-party service provider or a transportation service provider's EBB). Within the 15-minute window the transaction should be received by the receiving party. Errors in transmission shall be governed by the terms and conditions of the trading partner agreement between the parties. The receiving party may also waive the 15-minute window requirement at its own discretion.
- 4.3.4** Trading partners should retain transactional data for at least 24 months for audit purposes.
- This data retention requirement only applies to the ability to recover or regenerate electronic records for a period of two years and does not otherwise modify statutory, regulatory, or contractual record retention requirements.
- 4.3.5** Documents that are made available on the Transportation Service Provider's designated site should be downloadable on demand in a NAESB WGQ specified electronic structure.
- 4.3.6** Transportation Service Providers should establish a HTML page(s) accessible via the Internet. The following information should be posted:
- 1) Notices (critical notices, operation notices, system wide notices, etc.)
 - 2) FERC Order No 566 affiliated marketer information. (affiliate allocation log, 24 hr. discount posting, etc.)
 - 3) Operationally available and unsubscribed capacity
 - 4) Index of customers
 - 5) Transportation Service Provider's tariff (Terms, conditions and rates), or general terms and conditions.

- 4.3.7 At a minimum, the designated site should be accessible via the public Internet. This specifically does not preclude location of the designated site on a private intranet as long as the designated site is accessible via the public Internet.
- 4.3.8 The minimum acceptable protocol should be HTTP. All sending and receiving parties should be capable of sending and receiving the HTTP versions supported by NAESB WGQ.
- 4.3.9 For NAESB WGQ EDI/EDM and FF/EDM, there is a time stamp (HTTP Timestamp) that designates the time that a file is received at the designated site. The receiving party should generate a timestamp upon successful receipt of the complete file and send as an immediate response to the sending party. The timestamp should be generated by Common Gateway Interface (CGI) of the receiving party, prior to further processing by the CGI.
- 4.3.10 The time-stamp should be included in the HTTP response back to the sender of the original HTTP transaction. The server clock generating the time-stamp should be synchronized with the National Institute of Standards and Technology (NIST) time in order to mitigate discrepancies between the clocks of the sender and receiver.
- 4.3.11 The HTTP response should be sent to the sending Internet Protocol (IP) address. Other response documents should be returned to the official designated site defined in the Trading Partner Agreement.
- 4.3.12 As a minimum, within a trading partner agreement, one designated site for receipt should be identified for each trading partner. That site should be identified by a specific Uniform Resource Locator, (URL). This does not preclude multiple designated sites being mutually agreed to between trading partners.
- 4.3.13 The sender should make three attempts to complete a unit of work. After three failed attempts, it should be considered a failure.
- 4.3.14 The roles of sender and receiver are defined in following table. The entire table defines a unit of work:

Client (Sender)	Server (Receiver)	CGI (Receiver)
Connect	Listen for Connect Accept Connection	
Write	Read	Start of Receipt
Write	Read	
EOF (send)	Read	End of Receipt
Read (HTTP response) Received	Write (HTTP response)	

A unit of work consists of one complete HTTP transaction as defined in the technical specification of the HTTP protocol (Internet Engineering Task Force RFC 1945). The roles of sender and receiver are also defined in that document.

EOF (HTTP response)

- 4.3.15 Trading partners should implement all security features (secure authentication, integrity, privacy, and non-repudiation) using a file-based approach via a commercially available implementation of PGP 2.6 or greater (or compatible with PGP 2.6) or, on a mutually agreed basis, an OpenPGP compatible product. Trading partners should also implement basic authentication. These technologies support all of the above security features while providing independence of choice of Web servers and browsers. Encryption keys should be self-certified and the means of exchange should be specified in the trading partner agreement. Encryption keys should have a limited lifetime whose duration is determined by the key's owner. A key's end of life is expressed in the expiration date field contained in each public key. A lifetime of one year or less is recommended.**
- 4.3.16 The documents identified in NAESB WGQ Standard 4.3.6 should be made available in HTML or RTF format, except with respect to the Index of Customers document which may be displayed in HTML or RTF and which should be downloadable in a defined, tab-delimited ASCII text file, with provisions for title information and footnote capability, as set forth in Code of Federal Regulations Part 284, Section 223. (Reference Order Number 637, Docket No. RM98-10-000, issued February 9, 2000, "Appendix A, Instruction Manual for Electronic Filing of the Index of Customers" issued pursuant to the above referenced order.)
- 4.3.17 "Informational Postings" should be the label used for navigation to or within the Web site.
- 4.3.18 Transportation Service Providers should provide and keep current to the Central Address Repository the addresses (URLs) for the following in a specified format and communication method(s):
- Informational Postings
 - Affiliated Marketer Info.
 - Capacity
 - Index of Customers
 - Notices
 - Tariff
 - Downloads
 - Site Map
- This specification and any changes to it should be subject to NAESB WGQ approval.
- 4.3.19 The Central Address Repository should make available a consolidated repository of the Transportation Service Providers' current URLs listed in NAESB WGQ Standard 4.3.18 in two ways: 1) a vehicle to link to sites and categories, and 2) a downloadable list.
- 4.3.20 A user ID or password should not be required to access the Central Address Repository or the Transportation Service Provider's Informational Postings Web Site.

4.3.21 The categories and the labels for Informational Postings required under NAESB WGQ Standard 4.3.6 should be as follows:
Affiliated Marketer Info.
Capacity
Index of Customers
Notices
Tariff

4.3.22 The following navigational links should appear last in the Navigational Area and be labeled as follows:
Downloads
Search
Site Map

4.3.23 The subcategories and labels for the categories of Informational Postings should be as follows:

<u>CATEGORIES</u>	<u>SUBCATEGORIES</u>
Affiliated Marketer Info.	Capacity Allocation Log (when applicable)
	Discount Offers
Capacity	Operationally Available
	Unsubscribed
Index of Customers	
Notices	Critical
	Non-Critical
	Planned Service Outage
Organizational Charts	
Tariff	Title Page
	Table of Contents
	Preliminary Statement
	Map
	Currently Effective Rates
	Rate Schedules
	General Terms and Conditions
	Form of Service Agreement
	Entire Tariff
	Sheet Index
Posted Imbalances	

These categories and labels should appear in the order specified above and before any others.

4.3.24 The Transportation Service Provider's Informational Postings Web Site should include the name, nickname, or name abbreviation of the Transportation Service Provider so that it will appear first in the browser title bar. Content Area documents should have a similar name when printed.

- 4.3.25 The Site Map should be provided in the Content Area and should include links to all levels of categories described in NAESB WGQ Standard 4.3.21 and NAESB WGQ Standard 4.3.23. Each level of category and subcategory should be indented to show its relationship and should be presented in text form to best utilize space.
- 4.3.26 Transportation Service Providers should provide search capability for a word or phrase within the text, headers, and footers of the entire tariff and within any of the following tariff subcategories: 1) Rate Schedules, 2) General Terms and Conditions, and 3) Form of Service Agreement. The results of the search should provide a list of links to the pages containing the word or phrase. "Search" should appear as a link and be labeled as such, appearing immediately above the Site Map link.
- 4.3.27 The "Notices" category (as shown in the Navigational Area) should expand to a list of subcategories (in the Navigational Area) when clicked; there are no display requirements for the Content Area. Each of these subcategories, when clicked, should display a list of notices for that subcategory in the Content Area.
- 4.3.28 For the subcategories of Notices, the first column headings in the Content Area should be Notice Type, Posted Date/Time, Notice Effective Date/Time (and Notice End Date/Time, when applicable), Notice Identifier (optional*), Subject and Response Date/Time, when applicable, with the list sorted in reverse chronological order by Posted Date/Time.
* When used as a reference, the Notice Identifier should be displayed.
- 4.3.29 The words or labels that should appear in the "Notice Type" column in NAESB WGQ Standard 4.3.28 should be:

Words	Labels
Capacity Constraint	Cap. Constraint
Capacity Discount	Cap. Discount
Curtailment	Curtailment
Force Majeure	Force Majeure
Intraday Bump	Bump
Maintenance	Maintenance
Operational Flow Order	OFO
Phone List	Phone List
Press Release, Company News	News
Other	Other

- 4.3.30 The links to categories of Informational Postings should be displayed vertically on the left (Navigational Area) of the screen at all times.
- 4.3.31 With regard to Informational Postings, when using abbreviations to display column and field names, the following abbreviations should be used:

Available	Avail
Capacity	Cap
Date/Time	D/T
Description	Desc
Effective	Eff

Location	Loc
Quantity	Qty
Maximum Daily Quantity	MDQ
Maximum Storage Quantity	MSQ

- 4.3.32 Each line of the Table of Contents of the Tariff should provide a link to a corresponding sheet by clicking on the sheet number shown. The subcategories Currently Effective Rates, Rate Schedules, General Terms and Conditions, and Form of Service Agreement should provide either a table of contents or a similar breakdown, when applicable, and a link function to a corresponding sheet. For example, if General Terms and Conditions has a separate table of contents, it should provide corresponding links.
- 4.3.33 For Tariff documents, "previous" and "next" links should be displayed at the top of each HTML document. If the "previous" and "next" links may scroll off the display, they should also be provided at the bottom of the HTML document.
- 4.3.34 Columns and data fields that would contain data not supported by the Transportation Service Provider should be eliminated on display and/or entry, and left empty on download.
- 4.3.35 For the "Index of Customers", the column headings for the web site display for the "Index of Customers" should be displayed in the order provided for in reference Order No. 637, Docket No. RM98-10-000, issued February 9, 2000, "Appendix A, Instruction Manual for Electronic Filing of the Index of Customers" issued June 29, 2000, pursuant to the above referenced order, for those fields identified as "detail fields". In addition, the other "Index of Customers" information not included in the columnar display should be accessible from the columnar display.
- 4.3.36 Internet protocols should be used for accessing all industry business functions.**
- 4.3.37 Web browser interface should use Internet compatible common browser software.
- 4.3.38 Industry Web sites should be accessible via the public Internet using common browser software.
- 4.3.39 Each implementation of a current proprietary business function category on EBBs should remain available until such time as that business function category is tested and implemented via a Customer Activities Web site.
- 4.3.40 Standard navigation should be used to access all business functions on industry Web sites.
- 4.3.41 Navigation through the industry Web site menus should be consistent for location and technique.

- 4.3.42 The categories and the labels for Customer Activities Web sites should appear, if applicable, in the Navigational Area as follows:
- Nominations
 - Flowing Gas
 - Invoicing
 - Capacity Release
 - Contracts
 - Informational Postings
 - Site Map
- Links supporting Mutually Agreeable categories should precede Informational Postings
- 4.3.43 The sub-categories and the labels for the category of Nominations should appear, if applicable, in the Navigational Area as follows:
- Nomination
 - Confirmation
 - Scheduled Quantity
- Links supporting additional sub-categories will follow these links. This does not preclude a further breakdown within each sub-category from being listed in the Navigational Area.
- 4.3.44 A Customer Activities Web page may display information (data elements and code values) from multiple functionally related NAESB WGQ EDI data sets (i.e. nominated quantities and scheduled quantities may appear on the same Web screen).
- 4.3.45 NAESB WGQ standard code value descriptions should be displayed for code values where appropriate.
- 4.3.46 The Customer Activities Web Site should include the name, nickname, or name abbreviation of the Transportation Service Provider in the browser title bar. The name of the business function should be displayed in the Header.
- 4.3.47 Where they exist for the same business function, flat files and EDI should use the same nomenclature for data set names, data element names, code values and/or code value descriptions, abbreviations and message text. Corresponding Web pages should use data set names, data element names, code value descriptions, abbreviations and message text that correspond to those used in flat files and EDI, where they exist.
- 4.3.48 Totals, when appropriate, should be displayed within the Content Area of the Web page in a manner which distinguishes them from the data.
- 4.3.49 Where navigation and/or processing functions exist for a Customer Activity, the Content Area should contain navigation in the Header on the left and processing functions in the Header on the right.
- 4.3.50 Navigation for input data lookups, if provided, should be placed near the field being looked up. Navigation for informational lookups, if provided, should be included in the Header.

- 4.3.51 NAESB WGQ Common Codes for entity and location should be available for data validation or selection (viewing) on a Customer Activities Web site and in a standardized downloadable format for use by customers and third party service providers. Cross-references to proprietary codes may be provided on a mutually agreeable basis.
- 4.3.52 A Transportation Service Provider (TSP) which determines to provide new features utilizing existing transaction sets via NAESB WGQ EBB/EDM, for each transaction upon inception of support for such service, should:
- If NAESB WGQ EDI/EDM or FF/EDM standards exist for the transaction set, provide the service via NAESB WGQ EDI/EDM, or FF/EDM or both, utilizing modifications defined by the TSP to the existing file structures;
- and,
- Submit a request for modification or enhancement of the transaction set to NAESB WGQ including details of the interim EBB/EDM, EDI/EDM and/or FF/EDM implementation.
- 4.3.53 Where a Transportation Service Provider (TSP) utilizes a subset of available NAESB WGQ code values for specific data elements for inbound documents to the TSP, the TSP should make available a list of the supported code values in a download utilizing a NAESB WGQ electronic format.
- 4.3.54 With regard to the navigational links on Customer Activities Web sites, when using abbreviations, the following should be used:

<u>Full Name</u>	<u>Abbreviation</u>
Customer Activities	
Customer Activities	
Nominations	Nominations
Flowing Gas	Flowing Gas
Invoicing	Invoicing
Capacity Release	Capacity Release
Contracts	Contracts
Informational Postings	Info Postings
Site Maps	Site Maps
Nomination Area	
Nominations	
Nomination	Nom
Nomination Quick Response	Nom QR
Request for Confirmation	Req for Conf
Confirmation Response	Conf Resp
Confirmation Response Quick Response	Conf Resp QR
Scheduled Quantity	Sched Qty
Scheduled Quantity for Operator	Sched Qty Oper
Flowing Gas Area	
Flowing Gas	
Pre-determined Allocation	PDA

Pre-determined Allocation Quick Response Allocation	PDA QR Allocation
Shipper Imbalance Measurement Information	Shipper Imbal Meas Info
Measured Volume Audit Statement	Meas Vol Audit
Authorization to Post Imbalances	Auth to Post Imbal
Posted Imbalances Download Post	Imbal Dwnld
Request for Imbalance Trade	Req for Imbal Trd
Request for Imbalance Trade Quick Response	Req for Imbal Trd QR
Withdrawal of Request for Imbalance Trade Trd	W/D of Req for Imbal Trd
Request for Confirmation of Imbalance Trade Trd	Req for Conf of Imbal Trd
Imbalance Trade Confirmation	Imbal Trd Conf
Imbalance Trade Notification	Imbal Trd Notify

Invoicing Area

Invoicing

Invoice	Invoice
Service Requester Level Charge/Allowance Invoice	Svc Req Invc
Payment Remittance	Pmt Remit
Statement of Account	Stmnt of Acct

Capacity Release Area

Capacity Release

Offers	Offers
Bids	Bids
Awards	Awards

Contracts Area

Contracts

- 4.3.55 Where display information on a Customer Activities Web site is derivable from data provided in a previous upload or download, the information should not be included in the EDI/EDM standards [or FF/EDM standard, for later consideration] that directly correspond to the EBB/EDM Web page being displayed.
- 4.3.56 The industry should use common codes for location points and legal entities when communicating via EDI/EDM, EBB/EDM and/or FF/EDM. The corresponding common code name should also be used in EBB/EDM.
- 4.3.57 Customer Activities Web pages should support entry of the maximum length for valid data, however, display can be done in a manner to minimize left to right scrolling.

- 4.3.58 On Customer Activities Web pages, informational display fields can be displayed with related data.
- 4.3.59 Providers of Customer Activities Web sites should ensure that the site operates within the guidelines of the “Technical Characteristics of the Client Workstation” described in the Appendix of the Electronic Delivery Mechanism Related Standards Manual. This appendix, listing examples of hardware and software configurations that providers should meet, should be reviewed and updated by the Future Technology Task Force, at a minimum, by the spring of each year and presented to the NAESB WGQ Executive Committee for adoption by the June meeting of that committee.
- 4.3.60 Access to the Customer Activities Web Site should be protected by HTTP Basic Authentication or similar logon/password mechanism(s). A Customer Activities Web site should typically require a single logon/password pair for each user session.
- 4.3.61 Data communications for Customer Activities Web sites should utilize 128-bit Secure Sockets Layer (SSL) encryption.
- 4.3.62 Custom downloadable modules presented by a Customer Activities Web site should be signed by the author. The signatures on these modules should be communicated in advance to Web site users.
- 4.3.63 In the Navigational Area of the Informational Postings Web Site, the navigational link for “Customer Activities” should appear directly above the navigational link for “Site Map”.
- 4.3.64 Private network connections to NAESB WGQ EDM Web sites which include all NAESB WGQ standardized Internet communication may be at any point on the Transportation Service Provider’s (TSP’s) firewall boundary at the TSP’s discretion on a non-discriminatory access basis. The specific type and speed of these connections should be mutually agreed. It is at the discretion of the TSP on how multiple private network connections should be managed, so long as such management is done on a non-discriminatory access basis. TSPs are not responsible for any additional security exposures when using these private network connections.
- 4.3.65 The Transportation Service Provider’s Customer Activities Web Site should include the name, nickname, or name abbreviation of the parent company and/or Transportation Service Provider so that it will appear first in the browser title bar.
- 4.3.66 When the Form and the Matrix for Customer Activities Web sites are separate Web pages, a subset of the Form may be included by the Transportation Service Provider in the upper Content Area of the Matrix page.

- 4.3.67 A Transportation Service Provider which determines to provide new services which do not utilize existing transaction sets via NAESB WGQ EBB/EDM, should, prior to implementation, submit a request for standardization to NAESB WGQ including descriptions of the EBB/EDM, EDI/EDM and, as applicable, FF/EDM implementation.
- 4.3.68 On Customer Activities Web sites, information which is not part of the data dictionary may be displayed.
- 4.3.69 On Customer Activities Web sites, the following standard nomenclature should be used for processing functions, when the associated function is supported by the Transportation Service Provider (TSP). TSPs may also support additional processing functions.

<u>Processing Function</u>	<u>Nomenclature</u>
Create a new line item for data entry in the Matrix.	New
Copy existing data on a screen or window.	Copy
Delete the current line item from the Matrix, the screen or the window prior to Submit.	Delete
Back out of a screen or window without executing the process, which will cause the loss of all updates since the last Submit.	Cancel
Print application data.	Print
Send record/records from the Matrix to the TSP for processing.	Submit
Sort displayed records based on specified criteria.	Sort
Retrieve information from the TSP based on specified criteria.	Retrieve
Post a line item from the Form to the Matrix as a change to the current line item in the Matrix prior to Submit.	Change
Clear fields on the Form.	Clear
Post a line item from the Form to the Matrix as a new record.	Add
Provide information regarding the current page or function.	Help
Filter displayed records based on specified criteria.	Filter

- 4.3.70 Transportation Service Providers should be limited to the NAESB WGQ approved list of available TCP ports and UDP ports for EDM implementations included in Appendix E of the Electronic Delivery Mechanism Related Standards Manual.**
- 4.3.71 Transportation Service Provider EDM implementations should not require any inbound ports to be opened on the client-side firewall.**

- 4.3.72 Providers of Customer Activities Web sites, at their discretion, may provide alternate views to data and transactions in addition to the NAESB WGQ basic views (industry common views). The alternate views should not replace NAESB WGQ basic views and should be offered as separate views, if available. If an alternate view is offered, the NAESB WGQ basic view should be the default view and clearly labeled as the NAESB WGQ basic view. Any alternate views must offer the same business result as the basic view and be accessible to all applicable users. The basic views must offer the same business result as the alternate views and be accessible to all applicable users.
- 4.3.73 Data fields used to populate or control population of other fields can be placed before the fields to be populated. If these data elements apply to the entire Content Area they can appear in the Header. If the Transportation Service Provider elects to place such data fields in an order outside of the standardized order, the labels for these data fields should be distinguishable through visual cues from the labels of data elements in the standardized order.
- 4.3.74 Each data element which has been submitted for standardization in the NAESB WGQ process should follow the NAESB WGQ ordered data elements on the Form within a data group selected by the Transportation Service Provider.
- 4.3.75 The sub-categories and the labels for the category of Flowing Gas should appear, if applicable, in the Navigational Area as follows:
Pre-determined Allocation
Allocation
Imbalance
Measurement
Links supporting additional sub-categories will follow these links. This does not preclude a further breakdown within each sub-category from being listed in the Navigational Area.
- 4.3.76 On a Customer Activities Web page, where the Form and the Matrix are combined, any data groupings and ordering for the corresponding Form should apply.
- 4.3.77 [Deleted]
- 4.3.78 When a Form and a Matrix exist for a Customer Activities Web page, a mechanism should exist to populate the Form with data from a selected item in the Matrix.
- 4.3.79 The sub-categories and the labels for the category of Invoicing should appear, if applicable, in the Navigational Area as follows:
Invoice
Payment Remittance
Statement of Account
Links supporting additional sub-categories will follow these links. This does not preclude a further breakdown within each sub-category from being listed in the Navigational Area.

- 4.3.80 NAESB WGQ FF/EDM flat files should be formatted as ASCII comma separated value (CSV) files. This means:
Rows are separated by a carriage return/line feed (CRLF).
Fields are separated by commas.
When a field contains a comma, the field should be enclosed by double-quotes.
Double-quotes should not be used within any data field.
When numeric data is negative, the minus sign should precede the number.
When numeric data contains decimal precision, the decimal point should be included within the field.
When numeric data contains one or more significant leading zeros, these zeros should be preserved in the flat file.
Date fields should be formatted as YYYYMMDD.
Time fields should be specified in a 24 hour format, formatted as HH:MM or HH:MM:SS, as applicable.
Date/Time fields should be formatted as YYYYMMDD HH:MM or YYYYMMDD HH:MM:SS when date and time are expressed in one NAESB WGQ data element. Note that there should be exactly one space between the day (DD) and the hour (HH).
The maximum amount of data to be placed in a field should be limited to 256 characters.
When a field contains no data, the empty field should result in two delimiters next to each other. Note that there should be no blank spaces between the delimiters.
- 4.3.81 For a NAESB WGQ FF/EDM flat file, the first row of the file should be comprised of the standard abbreviations for NAESB WGQ data elements, including any additional data elements added per NAESB WGQ Standard No. 4.3.52, in the order in which the corresponding data is to appear in all subsequent rows. The data element order is at the option of the sender. If a data element abbreviation is not recognized, the entire flat file should be rejected.
- 4.3.82 For NAESB WGQ FF/EDM flat files, each transaction (e.g. nomination) should be contained in a single row.
- 4.3.83 For Interactive Flat File EDM, 128-bit Secure Sockets Layer (SSL) encryption should be used. ** used for all EDM traffic**
- 4.3.84 Access to Interactive Flat File EDM should be protected by HTTP Basic Authentication.
- 4.3.85 The sub-categories and the labels for the category of Capacity Release should appear, if applicable, in the Navigational Area as follows:
Offers
Bids
Awards
Links supporting Mutually Agreeable sub-categories will follow these links. This does not preclude a further breakdown of sub-sub-categories within each sub-category from being listed in the Navigational Area.

4.3.86 To the extent that multiple electronic delivery mechanisms are used, the same business result should occur.

4.3.87 When the receiver of:
1) a Nomination,
2) a Pre-determined Allocation, or,
3) a Request for Confirmation,
has determined to change the business rule(s) it will apply to the processing of (and/or response to) one or more of these documents; or, when the sender of:

- 1) a Confirmation Response (solicited and unsolicited),
- 2) a Scheduled Quantity,
- 3) a Scheduled Quantity for Operator,
- 4) an Allocation,
- 5) a Shipper Imbalance, or,
- 6) an Invoice

has determined to change the business rule(s) it will apply to the generating of (and/or content within) one or more of these documents, then it should notify its trading partners of same at least two weeks in advance of the change(s). The notification should include identification of the data element(s) that are changing (or whose content is changing), the intended business result of such change(s) in the business rule(s), and the effective date of such change(s).

For the purposes of this standard, a business rule change is any change in:

- a) the presence and/or the acceptable content of a data element which is received by the trading partner sending notice;
- b) a new business response to an accepted data element which is received by the trading partner sending notice;
- c) a new business response to the acceptable content of a data element which is received by the trading partner sending notice; or,
- d) a new intended business result to be communicated to a receiver by the trading partner sending notice;

Absent mutual agreement between the affected trading partners to the contrary, trading partners notifying their sending or receiving trading partners of a change(s) under this standard should provide the means to test such change(s) during at least a two week time period prior to the effective date of the change(s).

Trading partners receiving notice of such change(s) from their trading partner should be prepared not to implement such change(s) even after testing has been completed, as the notifying trading partner is permitted to cancel or postpone such change(s). Notifying trading partners canceling or postponing the effective date of change(s) should provide affected trading partners with notice of cancellation or postponement at least one business day prior to the applicable effective date.

4.3.88 For EDI/EDM, 128-bit Secure socket Layer (SSL) encryption should be used. ** make generic not just EDI

D. Interpretations

NAESB WGQ has adopted the following interpretations of standards that relate to Electronic Delivery Mechanism Related Standards implementation:

- 7.3.24 Does the language of NAESB WGQ Standards 2.3.14, 2.3.26, 3.3.15 and 4.3.4 mean that contractual audit rights are excluded from the six-month time limitation and that no statement adjustments can be made after the six-month period? In addition, is NAESB WGQ recommending that audit rights be excluded from contracts or otherwise limited in contracts to a six-month period?

Interpretation:

Audit rights, to the extent they exist in a contract are contractual rights within the meaning of NAESB WGQ Standards 2.3.14, 2.3.26, 3.3.15, and 4.3.4. Further, the NAESB WGQ standards make no finding or recommendation with respect to the advisability of including or excluding audit rights, specifying audit timing or specifying the timing of subsequent audit corrections in a contract.

- 7.3.35 According to NAESB WGQ Standard 4.3.6, notices are now supposed to be posted on the Transportation Service Providers' (TSP) Web pages. Does this mean that a TSP is not required to provide any alternative form of communication for notices such as telephone or fax, particularly for those notices issued outside of business hours and on weekends?

According to NAESB WGQ Standard 4.3.6, notices (critical notices, operation notices, system wide notices, etc.) are supposed to be posted on the Transportation Service Providers' (TSP) Web pages. Does this mean that a TSP is not required to provide any alternative form of communication for these specified notices?

Interpretation:

NAESB WGQ Standard 4.3.6 does not specify any alternative means of notification aside from the Web page nor does it specify that the only means of notification is by means of the Web page. Alternative means of notification for particular information may be required by regulation, tariff or other NAESB WGQ standards. For example notices pertaining to system wide events of both a critical and non-critical nature (NAESB WGQ Standard 5.3.18) are implemented via both downloads (NAESB WGQ Standard 5.4.16) and the Web pages (NAESB WGQ Standard 4.3.6).

Attachment B – Details of Technical section

The list below details the technical issues defined.

1. HTTP Header ‘to’ and ‘from’ Fields

The ‘to’ and ‘from’ HTTP header fields in the Data Dictionary for NAESB EDM could be altered to allow up to 15 alphanumeric characters. This would allow the WGQ to continue to use a 9-digit DUNS number, while enabling other quadrants to use DUNS+4, test/production identifiers, and other formats. This only applies to the HTTP header data dictionary and does not affect the data elements in any other data dictionaries.

Issues:

- Should the first nine be mandatory? Should the Trading Partners mutually agree to any additional characters beyond the 9th character?
- Are there problems associated with accommodating this field as an alphanumeric field?
- Could prompt a discussion regarding a modification of other CCI-based data elements outside of the HTTP header (e.g. X12 transactions).

Business Name	Definition	Format	Usage*	Condition
from**	the party sending the transaction	Common Code Identifier format	in Request; M	used in file transmittal; displayed in HTTP response; and, used in posting back decryption-related errors
to**	the party the transaction was sent to	Common Code Identifier format	in Request; M	used in file transmittal and displayed in HTTP response and posted back for any decryption-related errors

2. Input Format Field

The existing WGQ EDM allows for only ‘X12’, ‘FF’, and ‘Error’. The proposed change allows each quadrant to define their specific list of supported formats. The input-format field in the Data Dictionary for Internet EDI/EDM should be changed as follows:

Business Name	Definition	Format	Usage*	Condition
input-format	descriptor of the data format used for the file transmitted	refer to quadrant-specific format list X12; FF; error	in Request; M	“X12”, “FF”, or other NAESB WGQ standard format indicator used in file transmittal; “error” used in posting back any decryption-related errors.

Issues:

- Moves the specification of quadrant-specific file types to the QEDM.

Timestamp

The existing WGQ EDM assumes that the acknowledgement timestamp 'time-c' is Central Clock Time. The proposed change adds a field 'time-c-qualifier' that identifies time zone. The subcommittees jointly recommend that each quadrant decide if this data element is to be used. The WGQ EDM subcommittee does not recommend use of this data element for the WGQ.

The time-c-qualifier should be added to the NAESB EDM manual as follows:

Business Name	Definition	Format	Usage*	Condition
time-c	the time file transfer is complete at the server	yyyymmddhhmmss	in Response; M	displayed in the HTTP response and posted back for any decryption-related errors
time-c-qualifier	indicates the time zone of the originating file where + or -ZZ indicates delta from UTC (ref ISO 8601)	-ZZ; +ZZ	?	?

Issues:

- None.

Single Username/Password for Multiple Entities/Clearinghouses

The possibility of a one-to-one relationship between a trading party and a username and password versus a many-to-one relationship where a clearinghouse represents multiple trading parties is not clear within the current EDM document.

Issues:

- Further clarification required whether either relationship or both relationships are supported by the EDM specification.