

INTRODUCTION

The North American Energy Standards Board (NAESB) is a voluntary non-profit organization comprised of members from all aspects of the greater gas industry. NAESB Wholesale Gas Quadrang (WGQ) Standards are a product of the North American Energy Standards Board. The NAESB WGQ mission is to take the lead in developing and implementing standards across the industry to simplify and expand electronic communication, and to streamline business practices. This will lead to a seamless North American marketplace for natural gas, as recognized by its customers, the business community, industry participants and regulatory bodies.

The standards are written as 'minimums,' which industry participants are encouraged to exceed (if they are not doing so already) through provision of value-added services and customized arrangements. NAESB WGQ defines 'exceed the minimum standard' to mean surpassing the standards without negative impact on contracting and non-contracting parties.

All of the standards have been adopted in the realization that as the industry evolves and uses the standards, additional and amended NAESB WGQ standards will be necessary. Any industry participant seeking additional or amended standards (including principles, definitions, standards, data elements, process descriptions, technical implementation instructions) should submit a request to the NAESB WGQ office, detailing the change, so that the appropriate process may take place to amend the standards.

TAB 1 Version Notes

Contains a summary of changes to this version and all preceding versions.

TAB 2 Introduction

Provides a background statement about NAESB WGQ's Mission and the underlying concepts behind the design and use of this guide.

TAB 3 Executive Summary

Provides a brief outline of the industry business situation which is the basis for development of this guide.

TAB 4 Business Process & Practices

Provides a brief overview of the business process and the NAESB WGQ approved principles, definitions, standards and interpretations related to the business process covered by this guide.

TAB 5 Related Standards

Provides a reference to any related standards, including standards from other organizations, that were used in development of this set of standards or that relate to implementation of these NAESB WGQ standards.

TABS 6 and greater

Technical Implementation of Business Process

Provides an overview of the business process for the specific transaction set.

Sample Paper Transactions

Contains a sample paper document. This paper transaction contains all the mandatory and conditional data elements for this transaction set and the appropriate hierarchy of the elements. It generally does not contain any business conditional or sender's option data elements.

Data Dictionary

Provides definition of the standard data elements and the usage requirements for each element. Data Dictionaries contain elements and usage requirements for NAESB WGQ defined web sites (EBB/EDM), EDI files (EDI/EDM) and flat files (FF/EDM).

Code Values Dictionary

Provides a list of the codes, descriptions and their business definitions for NAESB WGQ data elements to which code values have been assigned.

EDI Tabs (one per Tab 6 and greater)

Data Element Cross-reference to ASC X12

Contains a hierarchical listing of the ASC X12 segments and the NAESB WGQ data elements contained in each segment. Each segment is listed along with all the data elements it contains.

When multiple occurrences of the segment can occur and each occurrence can contain separate data elements, the segment will be listed for each set of data elements it can contain.

Sample ASC X12 Transactions

Provides users with a valid ASC X12 transaction(s) which can be created using this guide.

ASC X12 Transaction Set

Contains a hierarchical listing of the ANSI ASC X12 transaction segments and a description of each segment. The hierarchy section contains the list of the segments in the ANSI ASC X12 transaction that are used by NAESB WGQ. Each segment description provides both the ANSI ASC X12 standard information (such as segment and element names attributes) and the NAESB WGQ data element name and usage for both segments and elements.

Transaction Set Tables

When multiple NAESB WGQ data elements or element code values apply to a single ANSI ASC X12 element, NAESB WGQ has provided a table to depict each element, its usage and appropriate code values (where applicable).

Usage Requirements

All data elements in the Data Dictionary, Data Element Cross Reference to ASC X12, and ASC X12 Transaction Set and Transaction Set Tables indicate the usage of that element. The data element usage definitions according to NAESB WGQ Standard 1.2.2 are: All trading partners should accept all NAESB WGQ standard data elements. Usage should be characterized as either mandatory, conditional, sender's option, business conditional, and mutually agreeable.

Mandatory (M) means the data element (information) must be supplied in the transaction.

Conditional (C) means that the presence of data in a field is determined by the presence or lack of data in another field within the transmittal or related data sets.

Sender's option (SO) means that this element is optional for the sender to send and, if sent, the receiver should receive and process.

Business conditional (BC) means the data element is based on current variations in business practice. The business practice will be described herein, with an example. Over time, NAESB WGQ expects that as business practices are standardized, elements will move out of this category. Business Conditional elements which are not supported/required by the receiver will be acknowledged in the response document with a warning message code indicating that the data elements were ignored by the receiver. (In some instances, this category will be used for NAEWB WGQ Invoicing Related Standards country-to-country issues. Annually, NAESB WGQ will consider whether any data element will continue to be categorized with this usage code.)

Mutually agreeable (MA) means that the data element is mutually agreed to between trading partners. It must be presented to NAESB WGQ for technical implementation. It does not, by its definition, create a NAESB WGQ standard business practice. Usage of this element in no way can be mandated for inclusion by either trading partner in order to achieve a level of service.

SAMPLE PAPER TRANSACTION

The following information is typically included on a Consolidated Bill:

Customer Information:

- (a) Customer name;
- (b) Service address and, if different, billing address;
- (c) Billing Party account number;
- (d) Non-Billing Party account number;
- (e) Utility rate identifier;
- (f) Utility special pay plans or riders;

Usage and Charges Information

- (g) Prior meter reading date;
- (h) Prior meter reading;
- (i) Current meter reading date;
- (j) Current meter reading;
- (k) Current usage and multiplier (for conversion of meter reading to billing units);
- (l) Metered Demand, if applicable;
- (m) Indicator if usage is "estimated";
- (n) Previous payment(s) received amount or credited amounts;
- (o) Previous balance;
- (p) Current charges;
- (q) Late payment charges;
- (r) Current amount due and due date;
- (s) If budget bill, applicable billing information;
- (t) Applicable taxes;
- (u) Other charges authorized by Utility tariffs or schedules;

Billing Party Information

- (v) Name;
- (w) Billing address;
- (x) Telephone number;

Non-Billing Party Information:

- (y) Name;
- (z) Telephone number;

Miscellaneous Information

- (aa) Emergency phone number(s), if different; and
- (bb) Sufficient space for bill message by the Non-Billing Party.¹

Other Information

- (aaa) Adjustments
- (bbb) Twelve months usage history

¹ If a summary bill is produced for multiple residences or multiple facilities owned or operated by a single entity in more than one distribution territory, then sufficient space for multiple bill messages by non-billing parties should not be required.