# Gas Industry Standards Board

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June 8, 1998

**TO:** GISB Membership and posting on the home page for interested industry participants

**FROM:** Rae McQuade, Executive Director

**RE:** **FINAL MINUTES FOR THE CONTRACTS TASK FORCE FOR MTPA[1] MEETING -- JUNE 8, 1998**

## I. Administrative

Ms. Corman welcomed the participants to the call. Ms. McQuade gave the roll call and Ms. Corman gave the antitrust advice. It is Ms. Corman's intentions to cover open item nos. 1, 2, 4, 5 and 6 in today's meeting. The agenda was adopted. The meeting minutes from May 29 were reviewed, modified and adopted.

## II. GISB Model Trading Partner Agreement

Review of the MTPA, an attachment to the May 29 meeting minutes, consisted of review of the open items cited in the May 29 meeting minutes. For item no. 1, the first whereas clause, all on the call supported or abstained from the decision to accept the red-line. Section 3 clarified the item. There was no opposition to accepting the modifications.

For item nos. 4 and 6, retransmissions, which is contained within the red-lined section 2.5 of the version of the MTPA dated May 29, the two open issues are (1) knowing when retransmission is necessary and whose responsibility it is, and (2) defining the time frame for receipt of a functional acknowledgment response document. Section 2 was reviewed to ensure that the retransmission issues were addressed in section nos. 2.1.1 and 2.2.1. Mr. Buccigross noted that a file may successfully go through the decryption process but the receiving party may not be able to submit a functional acknowledgment or a response document to indicate that the data is garbled. Some of the data that may be garbled is information necessary to determine which transaction set is sent. A retransmission clause was added in Section 2.8 to address the issue.

Item No. 5, "For Section 3.1, the execution of this agreement does not indicate an obligation to enter into a transaction," after review there was no conflict noted and no further changes were made. All red-lined changes were accepted. The remaining open items are:

Open Items :

1. Proof the MTPA, check the formatting and numbering of paragraphs, check the glossary, checking the section references.
2. Review the separate Appendix and Exhibits for VANs.
3. Thirty day notice may not be sufficient for moving to a different provider specifically as it addresses VAN usage, (Section 1.2.1). This item can be addressed in the appendix for VAN usage. It was noted that 45 days may be more appropriate, while 30 days should be sufficient for Internet. This should be addressed in conjunction with the review of the Appendix and Exhibit on VAN usage.
4. Address the issue of should shipper acknowledgments exist and if so, should it be part of the MTPA.

[1] MTPA -- Model Trading Partner Agreement

Closed Items:

1. Section 2.2.6 should be reworded to convey that a portion of a document may be in error as well as the entire document may be in error, if known. (according to May 26 red-lined version). [DONE]
2. There was debate on section on retransmissions and whether it should be deleted in its entirety. (According to May 26 red-lined version). [DUPLICATE]
3. Items 13, 14, and 15 of the Exhibits should be reviewed for modifications as a result of deleting Section 2.3 -- Acceptance. [DONE].
4. In acceptance of the deletion of the section on retransmissions, Mr. Lander noted that wording in the Section 2 may need to be augmented to provide further language on the obligation for retransmission. [DUPLICATE]
5. Enter into multiple exhibits where IS ID or URL differ either above or below the transaction sets. [DONE]
6. Signature Code text may be added to section 1.5 of the Agreement and Mr. Buccigross will provide the language for consideration. [DONE]
7. Mr. Loesch will review the red-line version to determine where VAN language should be added. [DONE]
8. Work paper from Ms. Corman posted on May 26, to be corrected and posted as revised. [DONE]
9. Review for additional appendix for the VANs. [DUPLICATE]
10. Split out functional acknowledgment and responses documents section. [DONE]
11. Review the first recital -- proposed deletion of on-line transmittal. [DONE]
12. Check references related to definitions, use of Appendix and Exhibits, and glossary for further review to be undertaken to ensure that references to Appendix and Exhibits are correct. Conforming changes may be needed. [DONE]
14. A bookmark was placed on section regarding retransmission to determine if it should be deleted, or language added to the Appendix. [DONE]
15. For Section 3.1, the execution of this agreement does not indicate an obligation to enter into a transaction. [DONE]
16. Retransmission time is an open concept to be reviewed in the exhibit. [DONE]

## III. Workplan

The items on the work plan are:

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| 1. | Complete list of desired revisions started above | April 7 |
| 2. | Start from MTPA approved in R97035 as the base document | April 21 |
| 3. | Use language from R97060 recommendation to address desired revisions. | April 21 |
| 4. | Produce red-lined MTPA | April 29 |
| 5. | Hold task force call to discuss | May 4 |
| 6. | Written changes submitted following meeting | May 5 |
| 7. | Hold task force call to discuss second version | May 11 |
| 8. | Second version red-lined, draft minutes and additional proposed language | May 18 |
| 9. | Hold task force to discuss third version | May 26 |
| 10. | Hold task force meeting to discuss fourth version | May 29 |
| 11. | Hold task force meeting to discuss fifth version | June 8 |

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| 12. | Hold task force meeting to discuss sixth version | June 15 |
| 13. | Continue iterations of red-line drafts and task force calls until proposal completed | TBD[2] |
| 14. | Decide model v. standard issues | TBD |
| 15. | Submit to EC as recommendation to R97060 | TBD |

## IV. Next Meeting

The next conference call is scheduled for June 15 from 1:00 p.m. to 4:00 p.m. The purpose of the call will be to review the MTPA for further changes, address the open items, and determine if the task force has a recommendation regarding the MTPA adoption as a model or a standard. The MTPA is attached with red-lined edits accepted.

## V. Attendance

| Segment | Participant | Company | GISB Member |
|---|---|---|---|
| **SERVICES** | **Jim Buccigross**[3] | National Registry | ✔ |
| | Sandy Braband | Enron Capital and Trade | ✔ |
| **PIPELINES** | Carol Smith | Duke - Texas Eastern | ✔ |
| | Betty Barnum | Duke - Trunkline | ✕ |
| | **Shelley Corman**[4] | Enron Northern Natural | ✔ |
| | Julie Unruh | Koch Gateway | ✔ |

[2] TBD -- the date has not yet been determined, but all items should be resolved by June 1998.
[3] Mr. Buccigross is the chair of the Contracts Subcommittee.
[4] Ms. Corman is the chair of the Contracts Subcommittee MTPA Task Force.