

**Title Transfer Tracking Pilot Testing Task Force  
Salt River Project  
Meeting Minutes  
August 3-4, 1998**

**Anti-trust Guidelines**

Given by Diane McVicker.

**Housekeeping**

Given by Diane McVicker.

**Adoption of Draft Agenda**

**Adopting of Draft Meeting Minutes**

**Review and Modify Process Diagram**

**S24**

The Title Transfer Tracking Timing and Information Flow Diagram (the TTT TIF Diagram) represents the movement of information between parties with respect to processing (from nomination through scheduled quantity) a given Title Transfer Tracking transaction.

Some of the lines are transmittals of information between parties. Some of the lines identified represent the TSPs internal processes. Processes where information is compared with other information or otherwise processed in order to generate a transmittal are identified by boxes labeled with numbers.

[Diagram Here]

In the TTT TIF Diagram, each box represents processes performed by the entity listed below:

- Box 1: Third Party Account Administrator
- Box 2: Transportation Service Provider performing TTT services as well as transportation
- Box 3: Transportation Service Provider
- Box 4: Transportation Service Provider
- Box 5: Welded Operator or TSP<sub>2</sub>
- Box 6: Transportation Service Provider
- Box 7: Transportation Service Provider

In the TTT TIF Diagram, each line represents transmittal of the transaction listed below:

- Line A: Title Transfer Nomination (to TTSP)
- Line B: Transportation Nomination (to TSP)
- Line D: Title Transfer Request for Validation (from 3PAD to TSP and 3PAD to 3PAD)
- Line M: Operator Scheduled Quantity (from TSP to 3PAD)
- Line N: Scheduled Quantity Information (from TSP/WOPR to SR)
- Line O: Operator Scheduled Quantity (from TSP to WOPR)
- Line P: Scheduled Quantity Information (from TTSP to AH)
- Line Q: Title Transfer Nomination on behalf of AH (from 3PAD to TSP )
- Line R: Nomination Quick Response to nomination(s) on behalf of AHs (from TSP to 3PAD )
- Line S: Title Transfer Nomination Quick Response Information (from TTTSP to AH)
- Line T: Nomination Quick Response (from TSP to SR )

Line V: Title Transfer Validation Response (from TSP to 3PAD and 3PAD to 3PAD)  
Line W: Title Transfer Validation Response Quick Response (from 3PAD to TSP and 3PAD to 3PAD)  
Line X: Request for Confirmation (between TSP and TSP/WOPR)  
Line Y: Confirmation Response or unsolicited Confirmation Response (between TSP/WOPR and TSP)  
Line Z: Confirmation Response Quick Response (between TSP and TSP/WOPR)

In the TTT TIF Diagram, the lines E, F, G, H, I, J, K, L represent the TSPs internal processes.

In the TTT TIF Diagram, the lines C and U represent the 3PADs internal processes.

a) Where a TSP requires the receipt of a line "Q" transmittal from the 3PAD, the line "Q" transmittal from Box 1 to Box 3 should be received at the TSP's designated site within fifteen (15) minutes of the nomination deadline.

b) Where a line "Q" transmittal has been required by a TSP, the line "R" transmittal from Box 3 to Box 1 should be received at the 3PAD'S designated site within fifteen (15) minutes of the deadline for nominations being received at the TSP's designated site (consistent with GISB Standard 1.3.37).

c) The line "F" between Box 3 and Box 4 represents the case where a mismatch has been identified by the TSP with respect to those transactions nominated to the TSP by its SRs (and/or AHs) as entering or leaving the 3PAD from or to (respectively) the TSP, and, those transactions sent by the 3PAD to the TSP in line "Q", and whereupon, the TSP should promptly begin another exchange of information with the 3PAD. This exchange of information is identified as being between Box 4 and Box 1 and should be comprised of (in order) the information to be exchanged in lines V, W, D, V, and W.

d) The line "U" between Box 1 (Process Nominations) and Box 1 (Resolve Mismatches) represents the case where a 3PAD initially, or upon detecting a difference between information last communicated to the TSP and the information that is currently effective, initiates an exchange of information with the TSP. This exchange of information is identified as being between Box 1 and Box 4 and should be comprised of (in order) the information to be exchanged in lines D, V and W.

e) For any nomination deadline, an initial line "D" transmittal between Box 1 and Box 4 should be received at the TSP's designated site within one half hour (30 minutes) of the line "Q" transmittal. In addition, a line "D" transmittal between Box 1 and Box 4 should be received at the TSP's designated site within one half hour of the receipt of the first line "V" transmittal between Box 4 and Box 1. This first line "V" transmittal should identify that it is the result of a mismatch and should identify the mismatched line item(s). Subsequent line "V" transmittals within the same nominations processing cycle should be received at the 3PAD's designated site within one half hour (30 minutes) of the receipt of the line "D" transmittal. In addition, the line "W" transmittals between Boxes 1 and 4 should be received at the TSP's designated site within fifteen (15) minutes of receipt at the 3PAD's designated site of the transmittal to which the line "W" transmittal responds.

f) Where a line "D" transmittal is the next communication between the 3PAD and the TSP after a line "Q" or line "R" transmittal (i.e., there has been no line "V" transmittal), the line "D" transmittal may not increase quantities for any AH nor may an AH not previously identified in the line "Q" transmittal be identified in the subject line "D" transmittal.

g) Where a line "D" transmittal is the next communication between the 3PAD and the TSP after a line "V" or line "W" transmittal, the line "D" transmittal may not increase quantities for any AH

nor may an AH not previously identified in the line "V" transmittal be identified in the subject line "D" transmittal.

h) The line "I" between Box 6 (Compare Flow Data for Mismatches) and Box 6 (Resolve Flow Data for Mismatches) represents the case where a mis-match has been identified with respect to those transactions nominated to the TSP by its SRs (and/or AHs) as entering or leaving the TSP/WOPR from or to (respectively) the TSP, and, those transactions identified by the TSP/WOPR to the TSP in a line "Y" transmittal (or line "X" transmittal, as applicable); and whereupon, in cases where the TSP determines there is sufficient time to conduct another exchange of information, the TSP should promptly begin another exchange of information with the TSP/WOPR. This exchange of information is identified as being between Box 6 and Box 5 and should be comprised respectively of the information to be exchanged in lines X, Y, and Z.

i) Where the results of the comparison of information presented as the transmittals between Box 6 and Box 5 cause a reduction to a quantity identified by the TSP to a 3PAD in the TSP's most recent corresponding line "V" transmittal (line "J" exemplifies this occurrence), the TSP should promptly begin another exchange of information with the 3PAD. This exchange of information is identified as being between Box 4 and Box 1 and should be comprised of (in order) the information to be exchanged in lines V, W, D, V, and W.

Alternative 1 for j):

j) The line "X" transmittal between Box 6 (Compare Flow Data for Mismatches) and Box 5 (Initiate Confirmation) should be received at the applicable party's designated site within two hours of the nomination deadline. The line "Y" transmittal between Box 6 and Box 5 should be received at the applicable party's designated site within one half hour (30 minutes) of the receipt of the line "X" transmittal. The line "Z" transmittal should be received at the applicable party's designated site within fifteen (15) minutes of receipt at the sender's designated site of the transmittal to which line "Z" transmittal responds.

[This alternative has been deleted. Alternative 2 is the one that has been chosen.]

Alternative 2 for j):

j) The line "X" transmittal between Box 6 (Compare Flow Data for Mismatches) and Box 5 (Initiate Confirmation) should be received at the applicable party's designated site no less than two hours prior to the end of the confirmation process (the time for receipt of completed confirmations), except where the TSP performs capacity allocations before initiating confirmations; in which case, the line "X" transmittal should be received at the applicable party's designated site within two hours of the nomination deadline. The line "Y" transmittal between Box 6 and Box 5 should be received at the applicable party's designated site within one half hour (30 minutes) of the receipt of the line "X" transmittal. The line "Z" transmittal should be received at the applicable party's designated site within fifteen (15) minutes of receipt at the sender's designated site of the transmittal to which line "Z" transmittal responds.

k) At the time of any line "D" transmittal between Box 1 and Box 4 the information in the transmittal as to the total quantities into and total quantities out of the 3PAD from and to the TSP respectively should be equal to one another.

l) At the time of any line "X" transmittal exchanged between a TSP and a TSP/WOPR, the information in the transmittal as to the total quantities into and total quantities out of the TSP/WOPR from and to the TSP, respectively, should reflect the processing of 3PAD provided information as to activity on the TSP side of the interconnect, including the transactions between 3PADs across the interconnect (where applicable).

m) At the time of any line "Y" transmittal exchanged between a TSP and a TSP/WOPR, the information in the transmittal as to the total quantities into and total quantities out of the TSP/WOPR from and to the TSP, respectively, should reflect the processing of 3PAD provided

information as to activity on the TSP side of the interconnect, including the transactions between 3PADs across the interconnect (where applicable).

n) At the time of any line "V" transmittal sent by a TSP to a 3PAD, the information in the transmittal should identify all transactions into and out of the 3PAD, as known to the TSP, inclusive of changes to reflect the TSP's application of the lesser of rule.

o) In cases where the 3PAD and the TSP communicate (i.e., between Box 1 and Box 3 or between Box 1 and Box 4) transactions, where a comparison is made between received transactions and currently effective transactions, and where a missing transaction is identified (i.e., the receiver does not have a corresponding nomination), then the missing transaction is considered a mismatch and should be communicated back to the sender as a zero (0) quantity line item.

#### **S28**

a) The line "V" transmittal between Box 0 and Box 1 (Resolve Mismatches) should cause the receiving 3PAD to initiate communications with all other 3PADS with which it communicated (sent or received) a line "D" transmittal with respect to a location during the subject nomination cycle. This exchange of information with other 3PADS is identified as being between Box 1 (Resolve Mismatches) and Box 11, Box 1 (Resolve Mismatches) and Box 12, and Box 1 (Resolve Mismatches) and Box 8 and should be comprised of (in order) the information to be exchanged in lines D, V, and W. These 3PAD to 3PAD exchanges should be initiated promptly upon the receipt of a line "V" transmittal and should be completed and processed (i.e., receipt of a line "V" transmittal in response to a line "D" transmittal) within twenty (20) minutes of the line "D" transmittal. Any 3PAD receiving a line "V" transmittal from a TSP should respond to that TSP with a line "D" transmittal within one half hour (30 minutes)

b) The line "D" transmittal between Box 0 and Box 1 (Resolve Mismatches) should cause the receiving 3PAD to initiate communications with all other 3PADS with which it communicated (sent or received) a line "D" transmittal with respect to a location during the subject nomination cycle. This exchange of information with other 3PADS is identified as being between Box 1 (Resolve Mismatches) and Box 11, Box 1 (Resolve Mismatches) and Box 12, and Box 1 (Resolve Mismatches) and Box 8 and should be comprised of (in order) the information to be exchanged in lines D, V, and W. These 3PAD to 3PAD exchanges should be initiated promptly upon the receipt of a line "D" transmittal and should be completed and processed (i.e., receipt of a line "V" transmittal in response to a line "D" transmittal) within twenty (20) minutes of receipt of the line "D" transmittal. Any 3PAD receiving and processing such line "D" transmittal and detecting a difference between information last communicated to a TSP and that information currently effective should within ten (10) minutes initiate an exchange of information with that TSP. This exchange of information with the TSP is identified as being between Box 1 and Box 10 and Box 8 and Box 9 and should be comprised of the information to be exchanged in line D. In the cases where there is sufficient time, a subsequent line "V" transmittal from the TSP and line "W" transmittal from the 3PAD should occur.

#### **S29**

a) The line "C" between Box 1 (Process Incoming Nominations) and Box 1 (Compare TTT Data for Mismatches) represents the case where a 3PAD has received nominations from their AHs and should cause them to initiate communications with all other 3PADs to or from whom their AHs are receiving/delivering transfers via a line "D" transmittal. This line "D" transmittal should be received at the applicable 3PAD's designated site within one half hour (30 minutes) of the nomination deadline. This exchange of information with other 3PADs is identified as being between Box 1 (Compare TTT Data for Mismatches) and Box 8, Box 1 (Compare TTT Data for Mismatches) and Box 12, and Box 1 (Compare TTT Data for Mismatches) and Box 11 and should be comprised of (in order) the information to be exchanged in lines D, V, and W. Likewise, those 3PADs receiving nominations from their AHs should initiate communications with the TSP at the location with which they are associated and all TSPs to or from whom their AHs

are receiving/delivering transfers via a line “D” transmittal. This line “D” transmittal should be received at the applicable TSP’s designated site within one half hour (30 minutes) of the nomination deadline. This exchange of information with the TSPs is identified as being between Box 1 (Process Nominations) and Box 3 (Compare TT Data for Mismatches).

### **S30**

In the event a TSP has either a) received no communication from the 3PAD in response to a line “V” transmittal or b) determined there was not sufficient time prior to the completion of the confirmation process to conduct another exchange of information to resolve mismatches with respect to transactions in or out of that 3PAD, then with respect to generating scheduled quantities to be sent to that 3PAD, the TSP may, absent mutual agreement between the TSP and that 3PAD to the contrary, cause the transactions for which information is not available from the 3PAD to be appropriately reduced and then should apply GISB Standard [S27] and the resulting information should be communicated to the affected parties, including the 3PAD, via line “M”, “N”, “O”, and “P” transmittals, as applicable.

### **S31**

Upon requests, TSPs should identify the 3PAD(s) at a location who have established active TTT arrangements with the TSP. The relevant information to be provided should include the name of the 3PAD, the ID for the 3PAD used by the TSP, the contract number for the 3PAD assigned by the TSP (where applicable), the location code(s) for the 3PAD assigned by the TSP (where applicable), and the location code(s) nominatable to the TSP where transportation service to or from and associated with the 3PAD.

***Bookmarked for later discussion.***

### **D8**

A Title Transfer Nomination Quick Response is a quick response providing data validation of a Title Transfer Nomination(s), for a service request received by a Title Transfer Tracking Service Provider (TTTSP). The Title Transfer Nomination Quick Response is sent by the TTTSP to the Account Holder which requested the service.

### **D10**

A Title Transfer Request for Validation Quick Response is a quick response providing data validation of a Title Transfer Tracking Request For Validation received by a Transportation Service Provider (TSP). The Validation Request for Validation Quick Response is sent by the TSP to the Third Party Account Administrator.

### **D12**

A Title Transfer Validation Response Quick Response is a quick response providing data validation for a Title Transfer Tracking Validation Response. The Title Transfer Validation Response Quick Response is sent by the Third Party Account Administrator to the Transportation Service Provider.

### **S12**

Within the context of Title Transfer Tracking service, when the Title Transfer Tracking Service Provider is a Third Party Account Administrator (3PAD), the 3PAD should:

- a) receive and process nomination information from their Account Holders (AHs);
- b) provide to the Transportation Service Provider (TSP) nominations with respect to transfers into and out of the 3PAD on behalf of the 3PADs AHs, where the TSP requires such nominations (by means of applicable GISB 1.4.X standards);
- c) provide to the TSPa Request(s) for Validation (by means of applicable GISB 1.4.X standards);

- d) receive and process information contained within Validation Response(s) and/or unsolicited Validation Response(s) from the TSP (by means of applicable GISB 1.4.X standards);
- e) receive from and process information contained within, or provide Scheduled Quantities for Operators to the TSP, (by means of applicable GISB 1.4.X standards); and
- f) provide scheduled quantity information to their AHs.

**S12.1**

Within the context of Title Transfer Tracking service, when the Title Transfer Tracking Service Provider is a Third Party Account Administrator (3PAD), the 3PAD should:

- a) receive and process predetermined allocation statements from their Account Holders (AHs);
- b) receive and process information contained within Allocation Statement(s) from the Transportation Service Provider (TSP) with respect to transactions into the 3PAD for the 3PAD's AHs (by means of applicable GISB 2.4.X standards);
- c) provide Allocation Statement(s) to the TSP with respect to transactions out of the 3PAD for the TSP's AHs/Service Requesters and/or another 3PAD's AHs (by means of applicable GISB 2.4.X standards); and,
- d) provide allocation information to their AHs.

Next Meeting Date and Location: September 2 - 3, 1998, Houston

Meeting Adjourned