

Report to the Executive Committee From the Notices Task Force

Task Force Report:

The task force has completed its work. Requests for Standards R97119 and R98086 have been fully addressed by the task force. One definition, nine standards and one modification to an existing standard are hereby submitted to the Executive Committee for vote. There are two instructions to Information Requirements (IR). Technical will also have some work related to these instructions to IR. The task force shall remain active only to address questions that may arise from Information Requirements or Technical. The co-chairs would like to express appreciation to those participating in the work of this task force.

All definitions, standards and instructions to IR passed unanimously with the exception of S9. The balanced vote is noted with the standard below.

The Executive Committee is requested to vote on the proposed definition and standards at the May 1999 meeting. The instructions to IR are included below only for informational purposes.

Proposed Definition 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 may offer notification mechanisms in addition to those references 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.
- (S7) Intraday bump notices should indicate whether daily penalties will apply for the gas day for which 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:

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

Instructions to Information Requirements: (provided for informational purposes and not intended for vote at this time)

- 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.

Submitted by Co-Chairs: Michael Hansen and Shelley Corman