**Technical Implementation of Business Process**

This dataset is designed to support digital contracts, smart contracts and other technologies in a standardized form. The dataset is provided as a technical version of the NAESB WGQ Standard No. 6.3.1, NAESB Base Contract for Sale and Purchase of Natural Gas adopted on September 5, 2006 (Minor Correction Applied 09/19/2011, Revised by R15003/R15007, 04/04/2016), hereafter, in this document, referred to as 6.3.1 Contract.The dataset includes the Canadian Addendum, General Acquisition Provisions Addendum, and Mexican Addendum.

* Canadian Addendum (CA), NAESB WGQ Standard No. 6.3.1.CA, Version adopted April 19, 2002
* Government Acquisition Provisions Addendum (GAPA), NAESB WGQ Standard No. 6.3.1.GAPA, Version adopted June 11, 2012 (Errata dated September 28, 2012)
* Mexican Addendum (MA), NAESB WGQ Standard No. 6.3.1.MA, Version adopted November 27, 2017.
* Model Credit Support Addendum (CSA), NAESB WGQ Model 6.5.3, Version adopted October 2003 (Errata adopted December 1, 2005 to be effective January 22, 2006)

OR

This dataset is designed to support digital contracts, smart contracts and other technologies in a standardized form. The dataset is provided as a technical version of the 6.3.1 Contract.The dataset includes 6.3.1.CA, 6.3.1.GAPA, 6.3.1.MA and 6.5.3.CSA.

All rules, terms, conditions and provisions of 6.3.1 Contract apply to this dataset. The terms of 6.3.1 are not modified, overridden or enhanced by this dataset. This dataset is only for use by authorized users that also have rights to 6.3.1 Contract. The rights of the 6.3.1 Contract are extended to include the use of this dataset.

The contract dataset is designed to work with the 6.4.z2 Transaction Confirmation dataset and the 6.4.z3 Sale and Purchase Invoice dataset. These datasets are designed to work together to complete a digital or smart transaction.

The information provided includes a Data Dictionary, identifying the only data elements that parties should use in implementing the 6.3.1 Contact dataset. Any additional data elements found to be needed should be submitted to NAESB for inclusion in the dataset; otherwise, the implementation of the 6.3.1 Contract will be determined to be non-standard.

Usage of the data elements in the 6.4.1 Data Dictionary, is based on the NAESB data element usages defined in NAESB WGQ Definition 1.2.2. Information in the column titled “Condition/Reference”: (1) identifies any conditions associated with conditional data elements; (2) provides reference to 6.3.1 Contract sections for more information; and (3) references the values in the Code Value Dictionary for the respective data element.

The Code Values Dictionary contains identified code values for specific data elements in the dataset. These code values provide the complete set of valid values for the data element, unless otherwise noted. Usage of code values outside of the list of valid code values shall be recognized as non-standard.

The Sample Paper Transaction is provided for informational purposes only. This visual example is to illustrate a possible representation of paper transactions for the 6.4.1 Contract Dataset. The basis for this example is the 6.3.1 Contract and code values are used instead of free-form text values where appropriate.

No technical example of this dataset is provided.

**Notices and Amendments**

From time to time in the lifespan of a 6.3.1 Contract the parties may need to Amend or change information in the contract. The 6.4.1 Contract Dataset identifies information that, when changed, requires an Amendment to the contract as well as information that can be changed through a Notice, without an Amendment.

Notices

Parties who seek to change Notice-type information may send the contract to the counterparty, with the Notice-type information changed, a Contract Status = Accepted and a Contract Action = Notice. This Notice can be initiated by either party, and if no errors are found, requires no response. The information is reviewed by the counterparty upon receipt. The Accepted status of the contract, the Contract Effective Date and the terms of the contract are not changed by receipt of a Notice.

The party receiving the Notice should validate that the only data elements changed, as part of the Notice, are those elements that are valid to change as part of a Notice. The party should also validate that the values in the Noticed elements are valid values.

If errors are found, the receiving party should send a 6.4.1 Contract Dataset as a response with Contract Status = Rejected, Contract Action = Validation with Validation Data identifying the errors in the file. This process is described in **Response to the 6.4.1 Contract Dataset**, below. This response does not nullify the latest Accepted version of the contract. The Accepted version of the contract is still in place and valid for transactions. The sending party should correct the errors and re-send the file in the same manor and status as the initiating Notice.

If no errors are found, the file is already Accepted, and no response is required from the receiving party to the sending party because signatures and acceptance are not required of a Notice.

Amendments

Parties who seek to change Amendment-type information may send the updated contract to the counterparty with the Amendment-type information changed, a Contract Status = Initiated and a Contract Action = Amended. This change may also include changes to Notice-type information in the same update. The change must include signature data for the sending party and may include, at the option of the sending party, an updated Contract Number. The Amendment can be initiated by either party. A response to the Amendment is required.

An accepted Amendment changes the signatures of the contract, the Contract Effective Date and, at the option of the each of the respective parties, may change either party’s assigned Contract Number.

The party receiving the Amendment should validate the changed data.

If errors are found, the receiving party should send a 6.4.1 Contract Dataset as a response with Contract Status = Rejected, Contract Action = Validated. This process should follow the same process as when Contract Status = Initiated. This response does not nullify the latest Accepted version of the contract. The Accepted version of the contract remains in place and active. The two parties should exchange the information, using the instructions in the **Response to the 6.4.1 Contract Dataset** below, to complete the acceptance of the changes.

If no errors are found, using the instructions in the **Response to the 6.4.1 Contract Dataset** below, the receiving party should return the dataset with Contract Status = Accepted, Contract Action = Validated and the receiving party’s signature and contract number updates (if applicable). This Amended contract now becomes the valid version of the contract from the effective date forward.

**Termination of a Contract**

The 6.4.1 Contract Dataset may be terminated by sending the dataset with a Contract Status = Terminated, Contract Action = Notice and a revised Contract Effective Date. The termination of the contract should be validated like any other Notice to the contract. The requirements for contract termination are described in the 6.3.1 Contract Section 12 and Section 10.3.

**Response to the 6.4.1 Contract Dataset**

The 6.4.1 Contract Dataset contains information required to initiate and execute the 6.3.1 Contract as well as information for the response to the contract between the parties to the contract.

Information contained in the Response Data is valid in one only transmission from sender to receiver. All Response Data is used as part of a single transmission and is always from the point of view of the sender of the data. Response Data, which includes Validation Data, received by a party, should not be returned to the originating party. Note that the sender of the data may not be the initiating party. Either party may be the sender of the data in an exchange of the 6.4.1 Contract Dataset. The only part of the Response Data that may be retained in a response is the Signature Data of the initiating party when the Contract Status in the Response = Accepted.

One of the parties to the contract initiates the contract by sending the 6.4.1 Contract Dataset, using the terms and values of the dataset, to the receiving party. The initiating party should send the dataset as a completed contract. The Response Data should in the first iteration of a new or amended contract should include a Contract Status = Initiated, Contract Action = Validated, the Contract Number for that initiating party and Signature Data for that party.

The party receiving the dataset should validate the information in the dataset according to the terms of the 6.4.1 Contract Dataset as well as the agreed-on terms between the two parties.

If errors are found, the receiving party should correct the data that is in error, identify the data element, incorrect data element value, and any description of the error in the Validation Data. The receiving party should validate the entire contract upon receipt. If more than one error is found, the receiving party should send multiple occurrences of the Validation Data in the Response Data to identify all of the errors found. The 6.4.1 Contract Dataset, sent in response, should contain the corrected contract data with Response Data including all Validation Data, Contract Status = Rejected, Contract Action = Accepted. If the response document, as corrected, is executable by the receiving party, the dataset should include their receiving party’s assigned Contract Number and Signature Data. The sending’s party’s original Signature Data and assigned Contract Number should be returned as null.

If no errors are found, the receiving party should respond to the dataset by sending the 6.4.1 Contract Dataset with a Contract Status = Accepted, Contract Action = Validated, the added Contract Number of the receiving party and Signature Data for that party. The sending’s party’s original Signature Data and assigned Contract Number should be returned as originally provided. Upon receipt of this response by the original sending party, the contract should be considered as executed and ready to conduct transactions.

**Data Element Interaction**

The **NAESB WGQ Version** and **NAESB WGQ Standard No** are fields that do not currently exist in the 6.3.1 Contract. These have been added to the dataset to serve the same purpose as the contract version information contained in the footer of the paper contract.

The **Addendum Data** is a set of indicators identifying the individual addendums that may be associated with a contract. If a contract is executed for business exclusively in the United States, then the **GAPA Addendum** may apply. If a contract is executed for business in Canada, or including Canada, then the **Canadian Addendum** may apply. If a contract is executed for business in Mexico, or including Mexico, then the **Mexican Addendum** may apply. It is not valid for the GAPA, Canadian or Mexican addendums to be combined in one contract. The **Credit Support Addendum** may apply to any contract. If a modified Credit Support addendum is included, then it should be identified by a reference or link in the **Credit Support Addendums Document(s)** element.

The **Contract Effective Date** identifies the date that the contract goes into effect for transactions. This date may be updated by an Amendment to the contract. Otherwise, any changes to the contract will keep the existing Contract Effective Date in place. Changes to the contract are identified by the **Contract Action Date** in the Response area of the dataset.

**Party A** and **Party B** are the terms used to identify the two parties to the contract. Many of the data elements repeat, once for Party A and once for Party B. Each party to the contract is responsible for the values of and maintenance of the data related to their designated party to the contract. Some data elements may be updated as part of a Notice from the party. Other elements require an Amendment to make the modification.

**Examples of usage of the Response Data within the 6.4.1 Contract Dataset:**

1 First entry/transmittal of a new contract

 Contract Status Initiated

 Contract Action Validated

 Party A Signature Data completed

 Note, Party A or Party B data may be complete. For this example, it is Party A

 Party A Contract completed

 Party B Signature Data null

 Party B Contract null

 Validation Data null

 Primary Contract Data completed

2 Response to initial transmittal, Example 1, with no errors or questions

 Contract Status Accepted

 Contract Action Validated

 Party A Signature Data completed

 Party A Contract completed

 Party B Signature Data completed

 Party B Contract completed

 Validation Data null

 Primary Contract Data as provided in Example 1 with no changes

 (Note: This contract is ready for transactions.)

3 Response to initial transmittal, Example 1, with errors or questions

 Contract Status Rejected

 Contract Action Validated

 Party A Signature Data null

 Party A Contract completed (original value)

 Party B Signature Data completed

 Party B Contract completed

 Validation Data completed with description

 Primary Contract Data updated to reflect changes per receiving party (Party B)

 (Note: This contract is not ready for transactions.)

4 Response to Example 3

 Contract Status Accepted

 Contract Action Validated

 Party A Signature Data completed

 Party A Contract completed

 Party B Signature Data completed (copied from Example 3)

 Party B Contract completed (copied from Example 3)

 Validation Data null

 Primary Contract Data as provided in Example 3 with no changes

 (Note: This contract is ready for transactions.)

5 Party B sends update to Contact information, a change requiring a Notice

 Contract Status Accepted

 Contract Action Validated

 Party A Signature Data completed (copied from current Accepted version of contract)

 Party A Contract completed (copied from current Accepted version of contract)

 Party B Signature Data completed (copied from current Accepted version of contract)

 Party B Contract completed (copied from current Accepted version of contract)

 Validation Data null

 Primary Contract Data updated to reflect changes per Party B Notice-type changes

 (Note: This contract is ready for transactions.)

6 Party A finds error in Example 5

 Contract Status Rejected

 Contract Action Validated

 Party A Signature Data null

 Party A Contract null

 Party B Signature Data null

 Party B Contract null

 Validation Data completed with description

Primary Contract Data as provided in Example 5. Party A does not need to correct Party B’s Notice-type data, but should validate that Mandatory information is provided.

 (Note: The current Accepted version of this contract is still in force. These changes are rejected. Validation occurs per Example 3, above. Party B should re-send the Notice updates.)

7 Party A sends update to Party A Data information, a change requiring an Amendment

 Contract Status Initiated

 Contract Action Amendment

Does contract effective date change with an Amendment??

 Party A Signature Data completed

 Party A Contract completed

 Party B Signature Data null

 Party B Contract null

 Validation Data null(may be used for explanation of Amendment)

 Primary Contract Data updated from previously Accepted version

 Contract Numbers optional to change

(Note, the current version of the contract that transactions can be made against is the most recent Accepted version. These changes are not valid until Accepted. Validation occurs per Example 2 and 3, above)

8 Party B Responds to Party A’s Amendment

 This would be the same response as that described in Example 2 and 3, above.

9 Party B terminates the contract

 Contract Status Terminated

 Contract Action Notice

 Contract Effective Date Date termination will be effective. See terms of 6.3.1 Contract.

 Party A Signature Data null

 Party A Contract null

 Party B Signature Data completed

 Party B Contract completed

 Validation Data null(may be used for explanation of termination)

(Note, termination of the contract is governed by 6.3.1 Contract Section 12 and Section 10.3. Validation occurs per Example 5 and 6, above, per terms of a Notice)