

Nominations

Training Module

This module covers the Nominations process which includes the ability to create, retrieve and edit nominations, calculate fuel on nominations, check the available space on firm contracts (contract MDQ), and look up all information necessary to create a nomination in 1Line.



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Important Information – Please Read

The information provided herein is for informational purposes only and does not modify any provision in Transco's FERC Gas Tariff. If a conflict exists between this information and Transco's FERC Gas Tariff, the provisions in Transco's FERC Gas Tariff apply. Transco makes no representation or warranty as to the completeness or accuracy of this information. Transco shall not be liable for any informational errors, incompleteness or delays, or for any actions taken in reliance on this information.

To review the tariff language specific to any topic, go to <u>Transco's Informational Postings page</u>, and select **Tariff** from the left hand navigation menu.

Introduction

The Nominations area of 1Line includes the areas of Nominations, Confirmations, Pre-determined allocations (PDA), Scheduling, and Critical Day.

The nomination process is how those who want to transport gas request space on the pipeline. From the Retrieve Nominations page, 1Line users have the ability to create, retrieve and edit nominations, calculate fuel on nominations, check the available space on firm contracts (contract MDQ), and look up all information necessary to create a nomination.

Parties wishing to have access to nominations information, whether to view nominations online or to submit nominations via the online screens or via Flat Files or EDI, must have the proper roles assigned to them, as described below. Roles can be assigned by each Business Associate's (BA's) designated System Security Administrator (SSA).

Role Name	Functions Granted by Role
Nominations	Submit Nominations.
Nominations View	Ability to view Nominations, generate Nominations reports, not Submit.
E-Notification Pool Out of Balance	Receive notification of out of balance pools electronically.
E-Notification Scheduling Cuts Shipper	Shippers receive notification of scheduling cuts electronically.
E-Notification Scheduling Cuts Operator	Operators receive notification of scheduling cuts electronically.
E-Notification Nom Change Operator	Operators receive notification after nom deadline for Eve, ID1 and ID2 cycles of any new nominations submitted since the Timely cycle. Operator must elect to receive it.
EDI Nomination	Electronic File Upload/Download.

Cycles

Standard Cycles

The standard gas day is from 9 a.m. to 9 a.m. (Central Clock time) and characterized by several cycles.

Timely Nomination Cycle: Nominations are received for the next day's business or subsequent days. The nomination period closes at 1:00 pm during the current day for the next day's business.

Evening Nomination Cycle: Nominations are received after 1:00 pm on the current gas day for the next day's business. The nomination period closes at 6:00 pm on the current gas day for the next day's business.

Intraday 1 Nominations Cycle: Nominations are received after 6:00 pm on the current gas day for the next day's business. The nomination period closes at 10:00 am on the next day. During the Intraday 1 Nomination Cycle nominations can be lowered by no more than 5/24 of the previously scheduled volume before encountering elapsed pro-rata scheduled quantity.

Intraday 2 Nomination Cycle: Nominations are received after 10:00 am on the current gas day. The nomination period closes at 2:30 pm on the current gas day. During the Intraday 2 Cycle nominations may be lowered by no more than 9/24 of the original nomination before encountering elapsed prorata scheduled quantity.

Intraday 3 Nomination Cycle: Nominations are received after 2:30 pm on the current gas day. The nomination period closes at 7:00 pm on the current gas day. During the Intraday 3 Cycle nominations may be lowered by no more than 13/24 of the original nomination before encountering elapsed prorata scheduled quantity.

Post Nomination Cycle: Nominations are received after 7:00 pm on the current gas day. The nomination period closes at 10:00 am the next day for yesterday's business. During the Post Cycle, nominations are not subject to elapsed pro-rata scheduled quantity. The rules for Post cycle **are different from the other cycles**.

Retro Cycle

Prior gas day (retro) Nomination and PDA changes may be made for current and prior months. Retro changes are subject to all parties agreeing and subject to the following deadlines:

Current Month Retros - *must* be submitted within the month of the original gas flow date and by the first business day or 2nd calendar day of the next month (whichever is later). Retros must be submitted by midnight. The retro must be *scheduled* (after obtaining all approvals) by the 4th of the next month. Any retros not meeting these timelines will not be scheduled, and will need to be re-submitted after

allocations has closed for the month (as posted on 1Line). These retros will then be processed as prior period adjustments.

Prior Month Retros –may be requested for up to 6 months from the original flow month date. Prior month retros may be submitted in 1Line for processing in the current accounting month until the last day of the month. After the last day of the month, any retro changes may not be submitted until after allocations close (as posted on 1Line).

Expiration of Submitted Changes (applies to current and prior month retros) – Prior month retros may be submitted in 1Line for processing in the current accounting month until the last day of the month. After the last day of the month, any prior month retro changes may not be submitted until after the month's allocations close (as posted on 1Line, generally by the 5th of the next month).

Future Cycles

Customers have the ability to designate the cycle in which they would like a nomination to be submitted. Nominations will default to the earliest open cycle upon submission if no cycle is selected.

Retrieving Nominations

Nominations must be retrieved prior to performing all actions available from this page except for Create Nominations and Upload. Nominations are retrieved using the filters on the page. To go to the **Retrieve Nominations** page, Select: **Navigation>Nominations>Nomination> Retrieve Nominations**

TSP/Prep/Name/ID: Trans	ico - 007933021					Nicole Kirchhoff 1Line System Date and Time: 9/30/2022 8:05 AM CDT
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Penalty Charges	Site Map			FT Contract Map		Nom/HBLV Delivery Based Constraints
Retros Needing R	lep Approval			Post Cycle Nominations		Delivery Based Constraints - Physically Used
Retros Needing C	perator Approval			LNG Truck Withdrawal Nominations		Critical Notices
Retros Needing S	hipper Approval			Scheduling Cuts		Locations Electronically Confirmed
Scheduled vs Me	asured over/under 15%			Out of Balance Pools		Maintenance Schedule
Contracts in Pend	ling Status Past Effective Date			Measurement Updates		Informational Postings
SSA Missing for E	8A			Suspended BA		
Terminated Contra	acts With Active Discounts			Expiring IT Contracts		
Overdue Contract	Routing Stops			Location Flow Differential > 5000 or 15%		
Capacity Release	Noodina Annrouale		T			
1Line Favorite Pag	ges			Report Subscriptions		
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Note: The User Preferences feature is available for the nominations page. For more detailed information on which user preferences are available, please click <u>here</u> for the training module.

The top portion of the **Retrieve Nominations** page is used for setting Begin and End Gas Flow dates, and Transaction Types for retrieving or creating nominations. Service Requester can also be specified, if applicable. The default Service Requester ID is the BAID of the party who is logged in.



List area: to see nominations

The **middle** portion of the page contains numerous **filters** that can be used to narrow the search for **existing nominations**. Action buttons available are: Retrieve and Clear. **Retrieve** will display nominations based on the filters and **Clear** will clear the page. The menu actions for nominations are listed in alphabetical order.

On the **bottom** portion of the page, retrieved nominations are displayed, and all nomination editing and creating, as well as any other action available from this page, is performed. The option to **exclude Zero Quantity Nominations, Show Links** from the list retrieved can be selected using a checkbox. The **Select All** checkbox will show after retrieving nominations and is used to select all nominations on the current page. The **messages area** above the list of nominations displays a Grand Total Quantity for receipt and delivery quantities, as well as any success, error or warning messages. The Grand Totals automatically recalculate when quantities on the page are changed, or when nominations are added or deleted. The Download button will display once nominations are retrieved. This action allows you to download selected or all nominations into a csv file.

letrieve Nominations						
itters						Bulk Update
Transaction Type: (use commas for Multiple Selections) 01 II <u>Cycle Indicators</u>	* Begin Gas Flow Date: 09/29/2022	* End Gas Flow Da 09/29/2022	te:	Svc Reg Prop: 238908 **	Svc Reg Name: 1LINE DUMMY GAS CUST MER	Calculate Fuel Create Delete Nom
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						Link Nomination(s)
elect method for displaying retrieved care	Filter out Zero Qty Nominations	Show only Override Nominations	Show Links		Show only Withdrawal	MDQ Calculate
Retrieve Clear Blance No.						Retro Submit
				No record meets criteria.		Save Nom
						Submit Collection
						Unlink Nomination(s)
						Notate Origination

To retrieve nominations:

wgp-krusty-ap1.williams.com/1Line/xhtml/home.jsf?timestamp=1664543150538#

- 1) Enter Transaction Type(s).
 - These can be entered manually, separated by commas, or by clicking on the **TT Details** lookup provided, and then selecting from the pick list displayed.
 - If no Transaction Type is entered, nominations of all Transaction Types that meet the other filter criteria will be returned.



For definitions of the Transaction Types, please click <u>here</u>.

2) Enter Begin and End Gas Flow Dates

- A date range can be entered manually or selected using the calendar widgets provided.
- Both Begin and End Gas Flow Dates default to tomorrow's date.
- If a new Begin Date is entered, the End Date can be automatically filled-in with the same date by pressing the Tab button.

Note: Users are only able to retrieve nominations assigned to their BA and contracts. The more filters used (such as locations and upstream/downstream parties) the more specific the results will be.

- 3) Click on the **Retrieve** button located midway down the screen to retrieve all nominations for the selected Transaction Types, date range, and Service Requester, or use any of the filter fields provided in the middle of the page (i.e. Package ID, Rec Loc (prop), Rec Zone, etc.) to further narrow the search for specific nominations.
 - Once nominations are retrieved, the dates, quantities and ranks can be edited from the bottom portion of the page.

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	Ν		XYZ LDC Company	05/31/2014	TIMELY		LEIDY-D			990001 - XYZ LDC	1	ALGONQU		99001-

4) Proceed with any validations, or save or submit the nominations.

To edit Contract Number, Transaction Type or Package ID, the **Edit Create** action must be used.

Edit-Create Nominations

The **Edit Create** action is used to update retrieved nominations. Nominations must first be retrieved to the page as instructed above. To edit the retrieved nominations, or to create a new nomination using existing nominations as a template:

- 1) Retrieve nominations to the page by setting the desired filters and clicking **Retrieve**.
- 2) Select nomination(s) to be edited by highlighting the row.
- 3) Right click to access the **Edit Create** action or use the action menu on the page.
 - A duplicate nomination will appear under each selected nomination.
 - All fields are now editable.

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N		- XYZ LDC Company	05/22/2014	-		LEIDY-D			990001	1	POOLING		99001

4) Edit nomination and proceed with Save, Submit, Validate Collection, or any other desired action.

Auto Pooling Disaggregation Nomination

The Auto Pooling Disagg Nomination feature is where the owner of the pool can create a one-time disagg nomination (TT08) that will automatically adjust based on their own market nominations.

A new nomination will be created with the Package ID **SYSTEM DISAGG** when the action **Submit Auto Disagg** is used. The pool owner will have the ability to choose the rank.

Note: The pool owner will still need to nominate (TT08) for 3rd party markets pulling from their pool.

There are 3 ways to create or turn on the Auto Disaggregation nomination.

If you already have an existing TT08 nomination for the desired pooling location:

- Highlight the existing nomination row
- Choose quantity greater than zero
- Actions> Submit Auto Disagg

- A new auto disagg will overlay the existing TT08, but when you select retrieve, both TT08's will appear
- Package ID will default to SYSTEM DISAGG
- If you only want the SYSTEM DISAGG then all TT08's that reference the pool owner's Downstream ID will need to be zeroed out
- *Note*: You can only have 1 System Disagg, but you are not precluded from having regular TT08's submitted to match your market nominations, the System Disagg will take the swing and have the lowest priority.

If you want to edit an existing TT08 disagg nomination:

- Highlight an existing nomination row
- Actions>Edit Create
- Choose quantity greater than zero
- Change to preferred Pooling Location ID
- Actions>Submit Auto Disagg
- Package ID will default to SYSTEM DISAGG
- if you only want the SYSTEM DISAGG then all TT08's that reference the pool owner's Downstream ID will need to be zeroed out
- *Note*: You can only have 1 System Disagg, but you are not precluded from having regular TT08's submitted to match your market nominations, the System Disagg will take the swing and have the lowest priority.

<u>New customers or current customers submitting a TT08 for the 1st time:</u>

- Actions>Create
- Enter Pooling contract number, make sure TT is 08, enter Pool Delivery location, Delivery Quantity and Downstream ID
- Actions>Submit Auto Disagg.
- Package ID will default to SYSTEM DISAGG
- If you only want the SYSTEM DISAGG then all TT08's that reference the pool owner's Downstream ID need to be zeroed out
- *Note*: You can only have 1 System Disagg, but you are not precluded from having regular TT08's submitted to match your market nominations, the System Disagg will take the swing and have the lowest priority.

Filters													COLLAPSE A
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Create a Nomination

The **Create** button is used when creating a nomination from scratch. Nominations are created from the bottom portion of the page. Filters in the middle of the page are used for retrieving nominations only.

To create a new nomination:

- 1) Enter the desired Transaction Type(s), using the TT Details lookup function, if desired.
- 2) Enter a Begin Flow Date, and an End Flow Date.
 - Dates default to tomorrow's date.
- 3) Enter a Svc Req ID if the desired Svc Req is not the one displayed. The Svc Req ID lookup button can be used if needed due to agency relationships.
- 4) Click on the **Create** button.
- 5) Input nomination information.
 - Certain fields are required and/or validated, depending on the type of nomination, and the type of receipt or delivery location.

Fields Required and/or Validated on Nominations

Upstream K and ID Requirements

Receipts at:

Wellhead/Production Locations

Upstream ID is required. Upstream ID is validated for points upstream of processing plants (except Mobile Bay), where the valid producer Business Associate ID (BAID) or Duns should be used.

Pooling Locations

Upstream K and ID required. Upstream Contract is validated. (Must use Service Requester's pooling contract)

Interconnect Locations

Upstream K and ID are required, but not validated. (DUNS numbers are required by some interconnects, please check with your Commercial Services Rep)

Storage Transfer Locations

Upstream K is required and validated. (Must be a 1Line storage contract), and Upstream Id is required.

Delivery Lateral Service Transfer Location

Upstream K and ID are required, but not validated. Receipts from the DLS transfer location to the DLS delivery should be made on a DLS contract referencing corresponding mainline transportation contract as the upstream contract.

Downstream K and ID Requirements

Deliveries at:

Pooling Locations-Using Transportation contract

Downstream K and ID are required. Downstream K is validated (must use shipper's pooling contract)

Pooling Locations-Using Disaggregation K

Downstream ID is required and validated. (Must be 1Line BAID or DUNS)

Interconnect Locations

Downstream K and ID are required, but not validated. (DUNS numbers are required by some interconnects; please check with your Commercial Services Rep)

LDC Locations

Downstream ID is required, but not validated.

Storage Transfer Locations

Downstream K is required and validated (must be a 1Line storage contract), and Downstream Id is required.

Delivery Lateral Service Transfer Location

Downstream K and ID are required, but not validated. Deliveries to the DLS transfer location on any mainline transportation contract should include the FDLS or IDLS contract as the downstream contract.

6) Validate, Save, Submit or perform any other action available from the page

Route Options

Some nominations with receipts and/or delivery points in Zone 6 may require the designation of a "Route". Shippers with nominations in Zone 6 that could potentially use more than one path (i.e. Central Penn Line South ("CPLS"), Leidy Line, or Mainline) will need to designate the route they wish the nomination path to take.

A NAESB nomination element ROUTE will be required for affected Zone 6 transactions.

- NAESB WGQ Standard 1.4.1 Nominations.
- Element is Business Conditional (BC)

Route Option Rules

- Route Option will <u>not apply</u> to nominations with Receipts and Deliveries in Zone 1 through zone 5 or in a Zone 6 area that does not require a route.
- Route Option will be required if your Receipt/Delivery locations fall in Zone 6 where route options are needed.
- 9 Directional Routes:
 - Non-CPLS Transaction moves ON the Mainline, Leidy Line or Trenton Woodbury (does not move on Marcus Hook)
 - South-CPLS Transaction moves DOWN the Central Penn Line South to Mainline or Trenton Woodbury (does not move on Marcus Hook)
 - North-CPLS Transaction moves UP the Central Penn Line South to Leidy Line, Mainline or Trenton Woodbury (does not move on Marcus Hook)
 - Non-CPLS S-MH Transaction moves ON the Mainline or Leidy Line and DOWN MH or Rec/Del both on MH with Delivery Downstream of Receipt
 - Non-CPLS N-MH Transaction moves ON the Mainline or Leidy Line, DOWN TW and UP MH or Rec/Del both on MH with Delivery Upstream of Receipt
 - South-CPLS S-MH Transaction moves DOWN the Central Penn Line South to Main Line, DOWN MH
 - South-CPLS N-MH Transaction moves DOWN the Central Penn Line South to Main Line, DOWN TW and UP MH
 - North-CPLS S-MH Transaction moves UP the Central Penn Line South to Leidy Line and DOWN MH
 - North-CPLS N-MH Transaction moves UP the Central Penn Line South to Leidy Line, DOWN TW and UP MH

Route option will be required if your Receipt/Delivery locations fall in Zone 6 where route options are available. Example:



Route Options for MDQ Evaluation

Due to changes in the capacity model, the data element "Route" will be required for some <u>firm</u> <u>nominations</u> when the receipt and delivery location are at the same milepost (MP). This will allow the transaction to be evaluated correctly for maximum daily quantity (MDQ) evaluation.

Route Options:

- Increase MP
- Decrease MP
- Lateral Decrease MP

Nom Status	Retro Status	Svc Req K	Beg Date	ΠĴ	Package ID	Rec Loc 🏮			Ир К	Rec Rank	Del Loc 🍦		Dn K
Error	Retro Request	Svc Req Nam e	End Date	Cycle	Route	Rec Loc Nam e	Rec Qty	Fuel %	Up ID Prop- Nam e	Del Rank	Del Loc Name	Del Qty	Dn ID Prop- Nam e
WP		9218353	02/13/2019	01 🗸	Route Ex	1007065	20000		9218353	999	1006161	20000	9218353
N		1LINE DUMMY GAS CUSTOMER	02/13/2019	v	Increase MP	LEDY-N		0	238908 1 LINE DU	999	LEDY-D		238908

Those R/D combinations are listed below:

 Zone 4 OIA 1: MP 784.66 – 9003962 Scott Mountain M3601, 9004982 Pine View M3617, 1000105 Pooling St 85 – Zn 4 • Zone 4A Mobile Bay Lateral : MP 0.00 - 9003962 Scott Mountain M3601, 9004982 Pine View



M3617, 9005542 Pooling St 85 - Zn 4A

 Zone 6 OIA 3: MP 1829.0 – 1006382 Long Island Lighting, 1006558 Brooklyn Union, 1006571 Consolidated Edison

	Zone 6 (OIA 3	
	1006382 Long Island Lighting	MP 1829.0 ZN 6	
	1006558 Brooklyn Union	MP 1829.0 ZN 6	
	1006571 Consolidated Edison	MP 1829.0 ZN 6	
	Increase MP Decrease I	MP	
MP 1603.971	MP 1829.08	Mainline	MP 1831.451

- Zone 6 Leidy Line: MP 206.80 1004720 Leidy-Tennessee, 1006161 Leidy-Dominion, 1007065 Leidy-National Fuel
- Zone 6 Leidy Line: MP 179.59 9005644 Bull Run Vista, 9007222 Bull Run Vista 2
- Zone 6 Leidy Line: MP 174.05 9004302 Tombs Run, 9005643 Breon

• Zone 6 Leidy Line: MP 136.21 – 9007162 MARC 1, 9009286 Lairdsville



EDI – X12 and Flat File Nominations

Transaction Type 22:

The Transaction Type 22 No-Notice service is available to use through Flat File and X12. The updated template can be downloaded from the nominations page or requested from a Transportation Services Representative.

Example of File Downloaded from 1Line:



The quantity (QTY) will be left blank for a TT22

MDQ Route Options:

The new MDQ Route options to validate capacity will require a code value when using Flat Files and X12. The field is available on the templates.

Increase MP: RTE Code – 100 Decrease MP: RTE Code – 101 Lateral Decrease MP: RTE Code - 102

Example of File Downloaded from 1Line:

	А	В	С	D	Ε	F	G	Н	Ι	1	K	L	М	Ν	0	Р	Q	R	S	Ţ	U	V	W	Х	γ	
1	Beg Date	End Date	Rec Rank	Del Rank	Qty	Π	QTI	Svc Req K	Pkg ID	Rte	Rec Loc	Up ID	Up ID Prop	Up K	Del Loc	Dn ID	Dn ID Prop	Dn K	Svc Req	Svc Req Prop	TSP	TSP Prop	Time Stamp	End Time	Model	Nom
2	20190216	20190216	5	5	2500	01	В	9900555	ROUTE INC	100	1007065		238908	Abc1345	1006161		238908	9041234	937467457		007933021		2019021310:39		Р	1
3	0190216	20190216	4	4	2500	01	В	9900555	ROUTE DEC	101	1007065		238908	Abc1345	1006161		238908	9041234	937467457		007933021		2019021310:39		Р	2
4	20190216	20190216	4	4	500	01	В	9900555	Lateral Dec	102	9005542		238908	Abc1345	9003962		238908	9041234	937467457		007933021		2019021310:39		Р	2

If testing is required prior to using the template, please contact a Transportation Service Rep for more information.

Transaction Type 22

A transaction type 22 will be required for designating nominations to take a high burn swing (where measured is more than scheduled) at a Swing Service Delivery Point (SSDP). These High Burn Limit Values (HBLV) will be on a NAESB Transaction Type 22 No-Notice Service (TT22). This is a request submitted by the shipper which gives approval to the location operator to set a rank and limit value for the swing on the shipper's contract. Shippers will submit a designated contract for a high burn swing at a SSDP.

3-IMBALANCE PAYBACK FROM T SP	•	01-CURRENT BUSINESS (TRANSPORTATION)
4-IMBALANCE PAYBACK TO TSP		22-NO NOTICE SERVICE
PLANT THERMAL REDUCTION	14	
6-STORAGE INJECTION	+	
7-STORAGE WITHDRAWAL	-	
B-POOLING		
19-RETROGRADE		
2-AUTHORIZED INJECTION OVERRUN		
3-AUTHORIZED WITHDRAWAL OVERRUN	~	

A shipper will create/submit the Transaction Type 22 No-Notice in the nominations page.

	_												
My Dashboard 🗙	Retrieve Nominal	tions ×											
Nominations> Nomi	ination> Retrieve No	minations										Preset Filter	S ACTIONS HENU
Filters													COLLAPSE &
Transaction Typ Selections)	pe: (use commas f	for Multiple	• Begin Gas Flow Dat	e:	* End	Gas Flow Date:		Svc Req F	Prop:		Svc Req Nam	e:	
22	II Oycle Indicators		11/20/2018		11/20	//2018							
The Following Filt	ers are Available	for Searches/Retri	eve Nominations										COLLAPSE &
Note that fields ma	arked with "**" are a	available as wildcar	d searches. Use the "	%" key before or afte	er the search item (e	e.a., %Nom or Nor	n%). If "%" is not use	d, the search will re	turn exact matches	only.			
Sv	vc Req K:			Package ID:			Nom Statu	s 🗸			Cycle: Nor	e Selected 🗸	
	Rec Loc:			*Up ID Prop:			**Up	K:	***		ReceiptZone:	~	
	Del Loc:			*Dn ID Prop:			**Dn	K:			Delivery Zone:	~	
Retro	Refor Bion 10: Date Submitted: Refor Status: V Route: V												
Select method for di	Select method for daphying retrieved data:												
Retrieve	Clear												
Download	Select All								Total records: 1				
a Nom	Retro Status	Svc Req K				RecLoc			Up К 🗍		Del Loc		Dn K
Status			Beg Date	τţ	Package ID 💭					Rec Rank			
Error	Retro Request	Svc Req Nam e	End Date 🗍	Cycle	Route	Rec Loc Name	Rec Qty 🤤	Fuel %	Up ID Prop- Nam e	Del Rank 🤤	Del Loc Name	Del Qty 🤤	Dn ID Prop- Name
WP		0	11/20/2018	22									
N			11/20/2018	~				0		0			

The shipper will input the following information for TT22:

- Service Requestor Contract the designated FT or IT contract taking the high burn swing
- Delivery Rank the shipper's ranking of multiple transactions on the same contract for allocation of the swing when there is a constraint
- Delivery Location the swing service delivery location for which the shipper has given permission for the operator to swing on them for high burns
- Nom Retro Status Svc Req K DelLoc Dn K RecLoc Up K 🗍 ð Rec Rank Status Beg Date ΠŰ Package ID **Retro Request** Svc Rea RecLoc Up ID Prop-DelLoc Dn ID Prop-Error ID Nam e End Date Cvcle Route Name Rec Qty Name Del Rank Name Del Qty Name Fuel % 9215880 1/20/2018 HB IT WP 22 🗸 9010521 11 INF DUMMY GAS 25 V PCLDC Ν 11/20/2018 CUSTOMER
- Package ID Optional

The imbalance created from the HBLV swing will reflect the zone of the SSDP as the zone of the receipt for the HBLV.

• Example: If your SSDP is in zone 6, then the Due From imbalance created from the TT22 will reside in zone 6.

Once the nomination is processed, the Transaction Type 22 No-Notice will be displayed on the Pre-Determined Allocations (PDA) page where the location operator will set the rank and limit value.

Transaction Type 22 No-Notice – Retro Submission

Shippers submitting a retro Transaction Type 22 No-Notice will be <u>automatically approved</u> on the retro list page, including when the shipper and the operator are different. If the operator is different from the shipper, the operator will receive a notification via email if the operator has requested notification.

✿ Nom Status	Retro Status	Svc Req K	Beg Date	πĴ	Package	Rec Loc 🍦			⊍рК 🖕	Rec Rank	Del Loc 🍦		Dn K 🍦
Error	Retro Request ID	Svc Req Name 🏮	End Date 🏮	Cycle 🏮	Route 🏮	Rec Loc Name	Rec Qty 🏮	Fuel %	Up ID Prop- Name 🏮	Del Rank 🖕	Del Loc Name 🏮	Del Qty 🏮	Dn ID Prop- Name
Submitted	<u>Pending</u>	9218353	04/29/2019	22	HBLV FT ATL Retro			0			9010580		
N	438160	GAS CUSTOMER	04/29/2019	RETRO				0	-	1	PC LDC		-

The TT22 will then be displayed on the PDA page where the location operator can set the rank and limit value. This will create a retro request ID (RRID) prompting the shipper to approve the reallocation.

Validate

The **Validate** action can be used to validate selected nominations from the list portion of the **Retrieve Nominations** page. All nominations are validated upon submittal but validating the nomination prior to submitting will ensure that the nomination will not be rejected later due to errors with the nomination setup. The validation process checks for valid dates, locations, ranks, contracts, service requesters, Up and Dn IDs, etc. Validating the nomination will also calculate fuel.

To validate a nomination(s):

- 1) Select any nominations to be validated by highlighting the row(s) or clicking the Select All checkbox.
- 2) Click the Validate action.
 - Error and/or success messages will be returned at the top of the page.
 - Nominations with errors will be designated with a "Y" in the Error column to the left of the nomination with a rejected status and an Error hyperlink.
- 3) To view a description of the error, click the Error hyperlink
 - A description of the error(s) will be displayed as a pop up on the middle on the screen. Close the pop up to continue.

MDQ Segment List Page

1Line offers the option to view the MDQ of any submitted nominations through the MDQ Calculate Page. After submitting the nomination(s) that have the "Route Options," a shipper can view the segment(s) by selecting the "MDQ Calculate" action to view segmented capacity on the contract.

The transactions that have the "Route Options" will have a (-0) representing the increasing "Segment Begin" and a (+0) representing the decreasing "Segment End."

Example: "Increasing MP" Route (-0 Segment Begin)

My Desteoard 😠	MDQ Segment List	х																		
Fettieve Nominations	> MDQ Segment List																			
Filters																				
	* Validation Dates	02/13/2	019	R	O MDQ	Segments Exceede	d Displa	ay Only	y Underutilized Se	gments 0	Display All Segment	s @ 0	isplay Only Si	egments i	n Nomination	Paths				
	Cycle	None S	elected •	e Path	e a	eck to Exclude Zero	Nomination	is From	n Segment Splits	Show	r PDA in MDQ calcula	tion								
Retieve	Clear											General	urrent file of	moletan	Decords Suite	- 22				
Download	Paging .	_			_	-						Search	successionly c	ungweneu	Neccrus Iber	0. 20				
			Segment Be	gin	_		Segment	t End												
Svc Req K	Dir Flo	Loc	Loc Name	:	MP [Loc	Loc Nam	• :	MP	25	Line 🗍		Zone 🗍	Primary	Secondary	NSRP	Total	Nom	Sched	MDQ Avai
9218353	Both - E to W.W to E	1007065	LEIDY-NATIONAL FUEL		206.8-0	1005161 LEIDY-	DOMINION		206.6	LEIDY LR	NE TO/FROM M/L 177	6.79	6	0	400,000	N	400,000	200,655	200,655	
Sur Dan X	Bac Data		Parkana ID	Recipe		Rac Nom On			∪рк ‡	Rec Rank	Dellar	Deall	Nam Oty	Dr	ĸ :	2	linm or 5	-		
ave ned n	isel name		Package io	HEC LOC	-	Hee Non Gry		Up	p ID Prop-Name	Del Rank	Der Los	Liver	Noni Giy	Dn ID F	Prop-Name		nom ur a	core		
Svc Req Name	End Date	п	Route	Rec Loc Na	me .	Rec Sched Qty	Fuel %	*			Del Loc Name	Del S	ched Qty		-		Dir Fi	8		
9218353				1007065			9218	18353					9218353							
TEINE DUMMY	02/13/2019	01	ROUTE EX	LEIDY-NATH	DNAL	5,555	0.0	238	8906-1LINE	099	1006161		5,555	236908-	1LINE	Nominal	ed.			
GAS CUSTOMER	MER 0211/2019 Increase MP FUEL					5,565		cu	IMMY GAS	999	LEIDY-DOMINION		5,555	CUSTOR	GAS I	E TO W				

Example: "Decreasing MP" Route (+0 Segment End)

My Desktowerd Mr.	MDQ Segment List	×																	
t t	- more originary care																		001.4911
.0	* Validation Date Cycle	None Se	oto Ela elected •	i Mil Bi d	Q Segments Exceeds Deck to Exclude Zerr	ed Oispi	ay Only Under Is From Segme	utilized Se ert Splits	gments G	Display All Segmen v PDA in MDQ calcul	nts ® Die ation	play Only S	iegments i	in Nominatio	n Paths				
Retrieve	Clear										Search su	ccessfully i	ompleted	Records tou	nd 21				
			Segment Be	gin		Segmen	tEnd	_											
O Sve Req K (Dir Flo Both - E to W/W to E	Loc 1006161	Lee Name	205.8	1007065 LEIDY	LOC NAM	e C	MP 205.8+0	LEIDY U	Line :	76.79 6	Zone	Primary 0	Secondary 400.00	NSRP 0 N	Total 400,000	Nom 3,335	Sched ()	MDQ Avail
Suc Rep K	Reg Date *		Package ID	Rec Loc *	Bar Nom Oty		Up K	:	Rec Rank	Del Los	Del Nor	n Otv	Dn	K C		Nom or Sri	hed		
Svc Reg Name	End Date	π ;	Route	Rec Loc Name	Rec Sched Qty	Up ID Pro		Name	Del Rank	Del Loc Name	Del Sch	ed Qty	On ID P	rop-Name		Dir Flo	-		396.665
9218353				1007065	921	9218053						9218053							
TUNE DUMMY GAS CUSTOMER	02/13/2019	01	Decrease MP	LEIDY-NATIONAL PUEL	0	3.335 0.0 D	238508-1UM DUMMY GA CUSTOMER	40 8 1	999	LEIDY-DOMINION		0.336	238806- DUMMY CUSTOR	GAS der	W to E	ed .			

MDQ Notes:

The rules for calculating the MDQ for transactions are different for those that are nominated compared to those that are scheduled.

- 1. Nominated
 - a. Cycle is not started or not finalized.
 - b. Retro is not in Scheduled/Final status.
 - c. Cycle is not selected for date. Data will be shown for next available cycle which is not finalized.
- 2. Scheduled
 - a. Regular cycle is selected and it is finalized.
 - b. Retro is in Scheduled/Final status or regular nom in Retro.

Cycle is not selected for date. If Post is completed then it will be applied excluding rules for Retro noms.

Linked Nominations

Linked nominations are Current Business Transactions (TT1). Shipper will continue to submit these requests to their Transportation Service Representatives. Once the request has been reviewed and approved, the Transportation Service Representative will link the nominations. The link nominations will display on the high burn and low burn section of the PDA page and will be identified through an asterisk under the link column.

- Low Burn Link transactions may inject up to the storage maximum daily injection quantity (MDIQ) and may swing the difference, if any, as imbalance to the contract.
 Any imbalance will reside in the zone of receipt.
- High Burn Link transactions will be validated for transportation and storage capacity under the applicable contracts.
 - The swing that takes place on the transaction will be limited to the storage contract's MDWQ.
 - Any transportation in excess of the storage contract's MDWQ will need to be submitted on a transaction type 22 No-Notice separately from the link transaction.
- Linked Transactions will be evaluated through any Location or Segment Throughput Section Boundaries (TSBs) with the nominations. Linked transactions are different from Transaction Type 22 No-Notice Service (swing) because they are backed by physical gas (storage).
- Shippers utilizing linked nominations now have the option to display active linked transactions on the nominations page.

Retrieve Nominations												Preset Filte	ACTIONS HENU V
Filters													COLLAPSE &
Transaction Type: (use commas for Multip	le Selections)	Begin Gas Flow Date:		* End G	as Flow Date:		Svc Req P	rop:		Svc Req Name:		
01 🔟 I	Cycle Indicators		03/31/2019		03/31/2	019							
The Following Filters	are Available for Searc	ches/Retrieve Nominatio	ns										COLLAPSE &
Note that fields marke	ed with '**' are available	as wildcard searches. U	se the "%" key before or aft	er the search item (e.g., 9	Nom or Nom%). If "%" i	s not used, the search v	vill return exact matches	only.					
Svc I	Req K:			**Package I	D:		Nom Statu	s: V			Cycl	n: None Selected V	
Re	NC LOC:			**Up ID Pro	p:		**Up	K:			Receipt Zon	e: 🗸 🗸	
D	el Loc:		C	**Dn ID Pro	p:		**Dn	K:	Taliekr		Delivery Zon	e: 🗸 🗸	
Retro No	om ID:			Date Submitte	d:		Retro Statu	is: V			Rout	e: 🔹	~
Select method for display	ving retrieved data:			E F	iter out Zero Qty Nominations			✓ Show Lin	ks				
Potriovo	Clear												
IXeuleve	Glear												
Download 🗌	Select All								Grand Total Quantity.	Receipt 5120 / Delivery 505 completed, Records found:	50		
									Search Successiony	completed, Necords round.			
🕸 Nom Status 🏮	Retro Status 🏮	Svc Req K 🏮	Beg Date 🏮	π 📜	Package ID 🏮	Rec Loc 🏮		Fuel % 🏮	Up К 🏮	Rec Rank 🏮	Del Loc 🏮		Dn K 🌲
								-	1				
Error	Retro Request ID 🌻	Svc Req Name 🏮	End Date 🌐	Cycle 🤤	Route	Rec Loc Name 🌐	Rec Qty 🌐	Link ID 🏮	Up ID Prop-Name 🏮	Del Rank 🏮	Del Loc Name 🏮	Del Qty 🌐	Dn ID Prop-Name 🏮
		9218355	00000000							000			
Submitted			03/28/2019	01	MATT TO WSS HB	1001686	0	0	9218355 IT		1100001	0	9218394
N		1LINE DUMMY GAS	03/31/2019	TIMELY		HATTIES		4965	238908 - 1LINE DU	999	WASHING		238908-1LINE D
		CUSTOMER							1				

Save Nominations

The **Save Nom** action is used to save nominations in **WIP** (Work In Progress) status. WIP nominations can be retrieved by filtering for WIP status using the **Status** filter in the middle of the page. The list of nominations at the bottom of the page can also be sorted by **Status** to locate WIP nominations by clicking on the blue **Status** column heading.

To save nominations:

- 1) Select the nomination(s) to be saved by highlighting the row(s).
- 2) Click on the Save Nom action.
 - Selected nominations will be saved in WIP status.
 - Nominations with WIP status that have not yet been submitted can be deleted.

Submit Nominations

The **Submit Collection** action allows users to submit all selected nominations that pass validation in the appropriate cycle. The **Submit Collection** action will automatically run the validation process and apply fuel on any nominations that have not previously been validated. Nominations with warnings will be submitted, but those with errors will be rejected.

To submit nominations:

- 1) Select the nomination(s) to be submitted by highlighting the row(s).
 - The Select All checkbox can be used to submit all nominations on the list.
- 2) Click the **Submit Collection** action.
- 3) Confirm that the status of the selected nomination(s) has changed from **WIP** (Work-In-Progress) to **Submitted**, and that it was submitted in the appropriate cycle.

Calculate MDQ

1Line offers the option to validate Firm contract MDQ (Maximum Daily Quantity) from the **Retrieve Nominations** page. This action will validate all submitted nominations within a collection.

Note: "Total" and "MDQ Avail" quantity shown represents only the potential "Total" and "MDQ Avail" quantity for the segment under this Contract. That "Total" and "MDQ Avail" quantity may not be available for scheduling. Pursuant to Transco's FERC Gas Tariff, the sum of all quantities nominated in any segment in a zone by a Buyer and by any and all Replacement Shippers that derive a firm capacity entitlement in that zone from the Buyer is limited to the Buyer's original firm capacity entitlement in

that segment of the zone. If the sum of all such nominated quantities exceeds the original firm capacity entitlement in that segment of the zone, then such nominated quantities are subject to reduction or interruption as specified in Transco's FERC Gas Tariff.

To validate the MDQ of a particular contract, or of all contracts on the Retrieve Nominations page:

- 1) Retrieve nominations to the page by setting the desired filters, including the Svc Req K filter if the MDQ validation is to be performed for only a single contract, and clicking on the **Retrieve** button.
- 2) Click on the **MDQ Calculate** action.

MDQ Segment List Page

Several view options are offered on this page. The default setting is **MDQ Segments Exceeded**. To select a different view option, click on the associated radio button, and the page will automatically refresh with that view displayed. A brief description of each view option is provided below the screen print.

TSP/Prep/Nar	me/ID: Transco	- 007933021 XYZ LD	C Compan	у								XYZ Co	ontact (b) 1Lin	e System Time	10:50 AM
Willi	ams.			and the		T	aining							Ì)	1
Home	My Dashbo	ard Navigation 👻	+						Measu	rement	Pipelines		Tools - R	teports F	Print Lo
MDQ Segr	nent List					A									Contraction of Contracts
	ns> Nominatio	n> <u>Retrieve Nominations</u>	> MDQ S	egment List											
Filters														COL	LAPSE A
	* Validati	ion Date: 05/23/2014			MDQ Segment Exceeded	nts	Olisi Segmer	play Only Underutilized hts	Oisp Segment	olay All Its	(P) Disp aths	lay Only Segme	ents in Nomir	nation
	Cycle: None Selected Cycle: Check to Exclude Zero Nominations From Segment Splits Show PDA in MDQ calculation														
Download	Pa	iging			(1 of 2	2) 14	<4 1	2 → → 10 ▼	Search succ	essfully c	ompleted. Rec	ords fou	und: 13		
		Segment Begin			Segment End	- M									
Contract	Loc Prop	Loc Name 🏮	мр 🚊	Loc Prop	Loc Name	мр 🗍	Flow Direction	Line	Zone	Primary	Secondary	NSRP 1	Total Nominated	Scheduled	MDQ Avail
000034	1001291	ZONE BOUNDARY 5 TO 6	1603.971	1007 <mark>4</mark> 42	MAINLINE END TSB	1831.451	Both	TRANSCO MAINLINE	6	0	3,835	N 3	3,835		3,835
000034	9002700	LC250ESH M/L1711.661	0.0	9002681	ESHORE END TSB	16.0	Both	EASTERN SHORE LATL FROM M/L 1711.661	6	C	3,835	N S	3,835		3,835
								MARCUS HOOK LATL FROM M/L							
000034	1000176	LC 13 MH M/L 1722.24	0.0	1002724	TRENTON END TSB	46.581	Both	1722.24	6	0	3,835	N	3,835		3,835

MDQ Segments Exceeded - (default view) displays those segments in which the contract's MDQ is exceeded. If no MDQ violations are found, the page will initially be blank.

Display Only Underutilized Segments - displays segments where the entire contract MDQ is not utilized.

Display All Segments – displays both underutilized segments and segments where the contract MDQ has been exceeded.

Display Only Segments in Nomination Paths – displays only segments with nominated quantities.

Exclude Zero Nominations from Segment Splits - when checked in conjunction with any view option, indicates that zero nominations will not be displayed. A zero nomination is one with a nominated quantity of zero, and is not the same as no nomination. For example, if this box is *not* checked, and the option "Display Only Segments in Nomination Paths" is selected, some segments displayed may show a zero in the Nominated column, while segments with no nominations at all, will not be displayed.

Show PDA in MDQ Calculation- when checked, PDAs are included with the nominations in the MDQ calculation.

Viewing Nomination Confirmation Status

A page has been created in 1Line to allow users to quickly view when their nominations have been confirmed by an operator. To access this new page Select: **Nominations>Nomination> Nomination Confirmation Status View**.

My Dashboard 🗙 Nomination Confirmation	n Status View 🗙				1
Nominations> Nomination> Nomination Confir	rmation Status View				
Filters					COLLAPSE @
* Flow Date:	* Cycle: INTRADAY 1	Svc Req Prop:	Svc Req Name:	Service Delivery Rep	
Retrieve Clear					
Download Paging Selec	ct All		Search successfully comp	oleted. Records found: 80	

Once you get to the page, select **Retrieve** and you should see a list of all applicable nominations. Please note that TT08 are not applicable. If the location is auto confirmed then the Confirmation Status is Auto-Confirm. If the nomination is self-confirmed (shipper is the same as operator or an agent for operator), Pooling, PAL, SMG, Storage Transfer, then Confirmation Status – is Auto Confirm.

My Dashb	oard 🗙	Retrieve Nom	inations 🗙	Nomination	Confirmation \$	Status View	×							
Nominatio	ons> Nominat	ion> Nominat	ion Confirmat	ion Status Viev	V								Ľ	OLENPSE @
* Flow I 11/10/2	Date: 2015		* Cyde:	AY 1	~	Svc Req 527539	Prop:		SVC Req I	Name: IGY, LLC		Service De Antelmo M	elivery Rep ata	
Retrie	Retrieve Clear Download Select All Select All Search successfully completed. Records found: 4													
Svc Req	TT ^		Rec Loc Prop	∪рК 🔶				Rec Rank	Del Loc Prop	Dn K 🌲				
SvcReq Name	Cycle	Package ID	Rec Loc Name	Up ID Prop- Name	Rec Qty	Sched Rec Qty	Rec Conf Status 🏮	Del Rank	Del Loc Name 🏮	Dn ID Prop- Nam e	Del Qty	Sched Del Qty	Del Conf Status	Conf Status
9178347	01		1000178	9130090			Auto	1	1006571	ABC ENERGY			Auto	Auto
ENERGY, LLC	TIMELY	193-03	POOLING	514769 - ENHANCED	30		Confirm	1	CONSOLI	527539- ABC ENE	30		Confirm	Confirm
9178347	01	400.00	9006302	AB01			Auto	1	1000178	9130090			Auto	Auto
ENERGY,	TIMELY	193-03	PUDDLEF	408539 - CABOT OI	30		Confirm	1	POOLING	514769- ENHANCE	30		Confirm	Confirm

Nominations will initially display as Pending. The system will auto approve when the shipper/agent and the delivery/receipt operator are the same. Pool transactions will also auto approve but will be validated when the current cycle processes. Resubmitting nominations will generate a new set of emails to affected parties and if the Del/Rec confirmed status was approved, rejected or mismatch, it will revert back to pending.

If no action is taken on Pending nominations; nomination will be rejected. Once the receipt or delivery operator approves <u>or</u> rejects the nomination the Rec and/or Del confirmed status will update to show either Approved, Rejected or Mismatch. If the receipt or delivery operator does not confirm a new nomination, the status will show No Confirmation.

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9178347	01	100.00	1000178	9130090			Auto	1	1006571	ABC ENERGY			Auto	Auto
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9178347	01		9006302	AB01			Auto	1	1000178	9130090			Auto	Auto
ENERGY,	TIMELY	193-03	PUDDLEF	408539 - CABOT OI	30		Confirm	1	POOLING	514769- ENHANCE	30		Confirm	Confirm

Please note: The Post or Retro cycle processes have not changed from how they currently operate. Emails will still be sent to affected parties. Shippers are still expected to keep their pools balanced during the post and retro cycles.

Calculate Fuel

Fuel can be calculated for the entire collection of nominations or for a selected nomination prior to submittal. **Submit Collection** and **Validate** will also calculate fuel.

To Calculate Fuel for any transaction(s):

- 1) Select the nomination(s) to calculate fuel by highlighting the row(s).
- 2) Right click and select **Calculate Fuel** from the action menu.
 - If the user enters both a receipt and a delivery volume on a transaction and the System determines that the user has not calculated fuel correctly, gross receipts will be adjusted based on the delivery volume entered.
 - If only a receipt volume is entered, **Calculate Fuel** will calculate the delivery quantity, net of fuel.
 - If only a delivery quantity is entered, the receipt volume will be adjusted to include fuel.

Bulk Update

The **Bulk Update** action allows the user to select one or more nominations from the lower portion of the **Retrieve Nominations** page and change the date and/or contract number, depending on the mode (Edit WIP, or Edit Create) that nominations are in when selected. If the nomination(s) selected were retrieved to the page using the Retrieve button, then only the Begin and End Dates can be changed via Bulk Update. If the **Edit Create** or the **Create** actions are selected, then the Contract is also editable, both on the page, and through Bulk Update. The **Bulk Update** action is often used for capacity release-related nominations where the user wants to maintain paths but change contracts and dates.

To Bulk Update nominations:

- 1) Select the nominations to be updated by highlighting the row(s) and right clicking the action **Bulk Update.**
- Note that to change only the dates, nominations can be in "Retrieve" mode, as is the case when the nomination list was created using the **Retrieve** button.
- To change Contract numbers, nominations must be in **Edit Create**, or **Create** modes, so that the Contract field is editable.
- 2) Change the desired information (Dates, or Contracts, if allowable), and click **Save** to return to the **Retrieve Nominations** page.
- 3) Check to ensure that the results are as expected.
- If the selected nominations were in different modes (i.e. Retrieve vs. Edit Create), and Bulk Update was used to update a Contract number, then the following warning will appear, indicating that not all nominations selected were updated. *Warning: Contract cannot be updated for non-editable nominations*
- 4) To update contracts for nominations that were not editable, select those nominations, and click on **Edit Create**.
- Nominations will now be editable both on the page, and via Bulk Update.

Remove List

The **Remove List** action allows the user to remove selected records from the detail list for the current session on the **Retrieve Nominations** page. These records will remain in the database, and can be retrieved later.

To Remove Nominations from the page:

- 1) Select the desired nomination(s) by highlighting the row(s) on the **Retrieve Nominations** page.
- 2) Right click and select **Actions > Remove List**.
- The user may view the removed nominations by using the **Retrieve** action.

Deleting Nominations

The **Delete Nom** action allows the user to delete one nomination at a time from the detail list on the **Retrieve Nominations** page. A nomination can be deleted if it has been saved, but not yet submitted (still in WIP status).

To Delete a Nomination:

- 1) Highlight the nomination (with WIP or Rejected Status) on the **Retrieve Nominations** page.
- 2) Right Click and select **Delete Nom**.
 - A prompt will be displayed: "Are you sure...?"
- 3) Click **OK**.
 - A success message will be displayed at the top of the page.

Upload

Nominations may also be created off-line and can be imported into 1Line by:

- Using the **Upload** function from the 1Line Banner Menu (**Tools > Upload**)
- Using the **Retrieve Nominations** page (Actions>Upload).
- Through <u>Transco's Informational Postings page</u>

Uploading from the Banner Menu will upload and submit the nomination file in one step and upload the nominations in Submitted Status.

Uploading from the Banner Menu

- 1) Click Tools>Upload from the Banner Menu
 - The Upload Files page will then load.
- 2) Click on **Browse** to locate and select the name of the file to be uploaded.
- 3) Click Upload.
 - A message at the bottom of the page indicates whether or not the upload was successful.
 - A success message does not mean that all nominations were validated and submitted without errors. To view information on the validation and submittal of the Uploaded nominations, go to the **Messages** area of 1Line.
- 4) The **Messages** area can be accessed by clicking on **Tools>Messages** from the Banner Menu.
- 5) To view a nominations file, enter **.NMST** (the file extension for nominations files) in the Description Filter box on the Messages page, and click **REFRESH.**

• Information on an uploaded Nominations file can be displayed by highlighting the row and right click for the view action.

Uploading from the Retrieve Nominations page

- 1) Select: Actions>Upload
- 2) Click on **Browse** to locate the name of the file to be uploaded.
- 3) Select the file, and click on **Open**
- 4) Click on the **Upload** button.
 - A message at the bottom of the page indicates whether or not the upload was successful.
- 5) Select: Actions>Close
 - The Retrieve Nominations page will load.
 - The lower frame is populated with the uploaded nominations, all in **WIP status**.
 - The nominations can now be edited

Uploading from the Informational Postings Page

- 1) In order to use this option you cannot be logged into 1Line
- 2) Go to the Informational Postings Page
- 3) Select the 1Line Tab and click on Flat File Upload
- 4) Enter your 1Line user id and password
- 5) Click on **Browse** to locate the name of the file to be uploaded.
- 6) Select the file, and click on **Open**
- 7) Click on the **Upload** button.
 - A message at the bottom of the page indicates whether the upload was successful.
 - A success message does not mean that all nominations were validated and submitted without errors. To view information on the validation and submittal of the Uploaded nominations, in 1line, go to the banner menu and select Tools > **Messages**.

Downloading Nominations

The **Download NMST** action downloads all the selected nominations from the lower frame of the **Retrieve Nominations** page to a location specified by the user in csv file. Existing nominations can be downloaded, modified, and then uploaded again.

To Download Nominations:

- 1) Highlight the row(s) of the desired nomination(s) on the **Retrieve Nominations** page.
- 2) Select: Actions>Download NMST
 - A file download window will open.
- 3) Select Save
- 4) Type the download location in the File Name text box.
- 5) Click Save.
 - A window will appear indicating whether or not the Download process was completed.

Tariff Reference

Nominations can be found in the General Terms and Conditions of Transco's FERC Gas Tariff under Section 28.1.

Exhibit 1: Transaction Types

1 Current Business (Transportation)	Allow users to submit current business nominations on an IT or FT contract.
3 Imbalance Payback From TSP	Delivery Makeup – (Due To) Long.
4 Imbalance Payback To TSP	Receipt Makeup – (Due From) Short
5 Plant Thermal Reduction	Used to nominate PTR transactions.
6 Storage Injection	Used for Bundled Storages or for Unbundled Storages when Shipper is different from Storage owner.
7 Storage Withdrawal	Used for Bundled Storages or for Unbundled Storages when Shipper is different from Storage owner.
8 Pooling	Used for Disaggregation Nominations and auto disagg nominations.
12 Authorized Injection Overrun	Used for excess GSS.
13 Authorized Withdrawal Overrun	Used for excess GSS.
22 No Notice Service	 -High Burn Limit Value (HBLV) o A high burn transaction which requires a NAESB Transaction Type 22 (No-Notice) -Low Burn Limit Value (LBLV) o The low burn rank and limit value will be set at the current nomination. (Rank 1 to 999, with the lowest number taking the swing)
	Delivery Makeup for Prior Month Imbalance and for
63 Prior Month Imbalance Payback from TSP	OBA's.
64 Prior Month Imbalance Payback to TSP	Receipt Makeup for Prior Month Imbalance and for OBA's.
109 Retrograde	Used to nominate Bayou Black.
152 LNG Truck Withdrawal	Used to nominate LNG truck withdrawal for LNG Customers

Exhibit 2: Nomination Actions

ACTION	DESCRIPTION
Bulk Update	Often used for capacity release related nominations where the user wants to maintain paths
	but change contracts and dates.
Calculate Fuel	Fuel can be calculated on nominations not yet scheduled.
Clear	Clears all filters being used and nominations. Action only available from the page.
Create	Creates a nomination from scratch.
Delete Nom	The ability to delete future cycle and future day nominations not yet scheduled.
Download	Allows user to download selected nominations in the current format once nominations are retrieved. <i>Action only available from the page.</i>
Download NMST	Allows user to download selected nominations into a csv file format.
Edit Create	Update retrieved nominations. Can also be used as a template to create a new nomination using existing nominations.
Edit WIP	Update nominations in WIP status.
MDQ Calculate	Validates Firm contract MDQ.
Remove List	Allows user to remove selected nominations. Nominations can be retrieved later.
Retrieve	Retrieves nominations based on the filters entered. Action only available from the page.
Retro Submit	Allows user to submit retro nominations
Save Nom	Saves nomination in WIP (Work In Progress) status. Does not validate.
Submit Collection	Submit all selected nominations that pass validation in the appropriate cycle. Also calculates fuel.
Submit Auto Disagg	Allows users to submit an automatically adjustable pooling nomination if pool owner is the market.
Upload NMST	Allows user to upload nominations in WIP status from a csv file.
Validate Collection	Validates selected nominations based on valid dates, locations, contracts, service requesters etc. Calculates fuel.
View Nom History	Allows user to see who submitted a nom and when.
Withdrawal	Allows user to withdraw retro nominations.

Elapsed Pro-Rata Validation

Elapsed-prorated-scheduled quantity (EPSQ) means that portion of the scheduled quantity that would have theoretically flowed up to the effective time of the Intraday Nomination being confirmed, based upon a cumulative uniform hourly quantity for each nomination period affected. Elapsed-prorata-scheduled quantity will apply to all nomination decreases submitted in the ID1, ID2, and ID3 cycles. Transactions are evaluated to determine if a party is violating the EPSQ rules during nominations, confirmations, or scheduling cuts. If a party nominates below their EPSQ volume, the nominations page will show a warning.

EPSQ validation is specifically performed on a <u>transactional level</u>. It is not possible to change upstream/downstream contract, Receipt point, Delivery point or package ID on a nomination record and have the "new" transaction inherit the EPSQ of the old record.

1Line uses previously scheduled information to calculate EPSQ volumes. That being said, a nomination can be submitted before the scheduling engine has completed the final *previous* run that would give updated EPSQ information. In that event the nominations page in 1Line would give a warning message that will inform the party that their nominated volume <u>may</u> be subject to EPSQ adjustment.

Nominations scheduled in Timely and Evening are not subject to EPSQ rules since the gas will not flow until the next day at 9am.

	Timely	Evening	Intraday 1	Intraday 2	Intraday 3	Post	Retro
Gas Flow Time	9:00 am Next Day	9:00 am Next Day	2:00 pm Same Day	6:00 pm Same Day	10:00 pm Same Day		
EPSQ Enforced	No	No	<u>Yes</u>	<u>Yes</u>	Yes	No	No

To determine the lowest amount available (on an EPSQ basis) for the ID1, ID2 or ID3 Cycle, use the following formulas.

EPSQ Example - Based on Formula

*This assumes Scheduled Quantity doesn't change for all cycles. Lowest Quantity Available for ID1

 $\mathsf{ID1} \ \mathsf{EPSQ} = \left[\frac{Evening \ Sched. \ Qty.*5}{24}\right]$

Lowest Quantity Available for ID2

$$\mathsf{ID2} \ \mathsf{EPSQ} = \left[\frac{(ID1 \ Sched. \ Qty.)*9}{24}\right]$$

Lowest Quantity Available for ID3

$$\mathsf{ID3} \mathsf{EPSQ} = \left[\frac{(ID2 \ Sched. \ Qty.)*13}{24}\right]$$

Scheduled in Evening for 9am Flow: 12,000

$$\mathsf{ID1}\,\mathsf{EPSQ} = \left[\frac{(12,000)X\,5}{24}\right]$$

Total EPSQ for ID1:

<u>2,500</u>

<u>4,500</u>

ID2 EPSQ =
$$\left[\frac{(12,000) X 9}{24}\right]$$

Total EPSQ for ID2:

ID3 EPSQ = $\left[\frac{(12,000) X \ 13}{24}\right]$ Total EPSQ for ID3: <u>6,500</u>

If 12,000 was scheduled during the Evening Cycle, the lowest quantity available for ID1 would be $(12,000 \times 5)/24 = 2,500$. During the ID2 Cycle, $(12,000 \times 9)/24 = 4,500$. During the ID3 Cycle, the lowest quantity available would be $(12,000 \times 13)/24 = 6,500$.

EPSQ Timeline



EPSQ Nominations

The process for submitting requests for approval of nominations that fall below the EPSQ nominations in 1Line can be found under the <u>EPSQ Training module</u>.

ICTS Validation Tool

The ICTS Validation Tool has been added to the "**Tools**" menu to assist in the calculation of determining valid usage of nominating on an ICTS contract. For more information regarding an ICTS contract, please refer to the <u>Contracts – Overview</u> module or Part III – Rate Schedules, Section 10.1 – Rate Schedule ICTS of Transco's tariff.

To access the ICTS Validation Tool:

- 1) Click Tools>ICTS Validation Tool
- 2) Enter the **receipt location id** and **delivery location id** combination to validate whether or not an ICTS contract can be used to transport gas.
- 3) Select **Submit** action from the action menu.
- 4) If valid, the following information will display:

🤗 Williams 1Line - ICTS - Windows Internet Explorer		
Filters		COLLAPSE &
• Flow Date: 04/24/2013		
* Receipt Location ID: 9005643		Delivery Location ID: 1006161
Elow Direction: Forward		Delivery Location Name: LEDY-DOMINION Milane: 32
Submit Clear		
ICTS Valid?	Description	

- 5) Possible errors include:
 - a. Error: The distance between the receipt and delivery location cannot be greater than 50 miles and/or
 - b. Error: ICTS nomination can only be made for interconnects and processing plants with OBA
- 6) Additional information will be displayed: **receipt location name, delivery location name, flow direction, and mileage** of requested combination.
- 7) Rate information for an ICTS agreement can be found in Part II Statement of Rates and Fuel, Section 11.1 of Transco's tariff.

Please contact your Commercial Services Representative with any Nomination questions.