



# OBA Balance Management

Training Module

This module is designed to provide information regarding procedures for OBA and Mutual Assist.



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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 [Transco's Informational Postings page](#), and select **Tariff** from the left hand navigation menu.

## Introduction

An Operational Balancing Agreement (OBA) is an agreement established between Transco's pipeline and an OBA party in which the OBA party is responsible for resolving any imbalances created at the location of flow due to differences in scheduled quantities and measured quantities.

Pipeline Interconnect Balancing Agreements (PIBAs) is another type of balancing agreement that is currently still active, but new PIBA agreements can no longer be executed.

### PIBA

- Executed prior to 4/1/2003
- Contract has specific resolution language and supersedes Tariff changes made after execution.
- Inherits ability to trade and is subject to netting under Tariff language (GT&C section 25.6)

### OBA

- Executed after 4/1/2003
- Resolution is subject to Tariff language (GT&C Sections 25 and 37.1 (g) and (h))

## Types of OBAs

- **100% In Kind**: Entire imbalance is allowed to be made up in kind and any remaining imbalance at the end of each month, rolls to the next accounting period and is added into the current month imbalances.
- **100% Cash Out**: Entire imbalance is allowed to be traded and any remaining imbalance at the end of the trade period is cashed out.
- **Hybrid**: Contract specifies the portion of the imbalance within a certain tolerance level that may be made up in kind. The entire imbalance may be traded during the trade period. Once the trade period expires, the entire remaining imbalance is cashed out.

## Characteristics of OBAs

The OBA party must be the operator of the location(s) to be added/set up on the contract(s). A location can only be on one OBA contract. The location and contract should be effective for the 1<sup>st</sup> of the month and prior to any gas flow.

There are **(6) negotiable points** in an OBA agreement:

1. For final resolution of imbalances, the option to choose either cash out only, in-kind with a cash out option, or all in-kind
2. The percentage that will be returned in-kind if the option to resolve imbalances in-kind with a cash out option is chosen for final imbalance resolution.
3. Alternate cash out prices using different Reference Spot Prices and/or publications.
4. Whether or not the OBA may trade imbalances consistent with Section 25.6
5. The option to cash out the imbalance prior to the close of the Trading Period if the final resolution of imbalances is cash out only and the OBA does not provide for trading under Section 25.6
6. For OBAs with interstate or intrastate pipelines subject to FERC's Order No. 587-G, as promulgated by C.F.R. 18 §284.12(b)(2)(i), an alternate cash out methodology different from Sections 37.1(g) and (h) of the General Terms and Conditions.

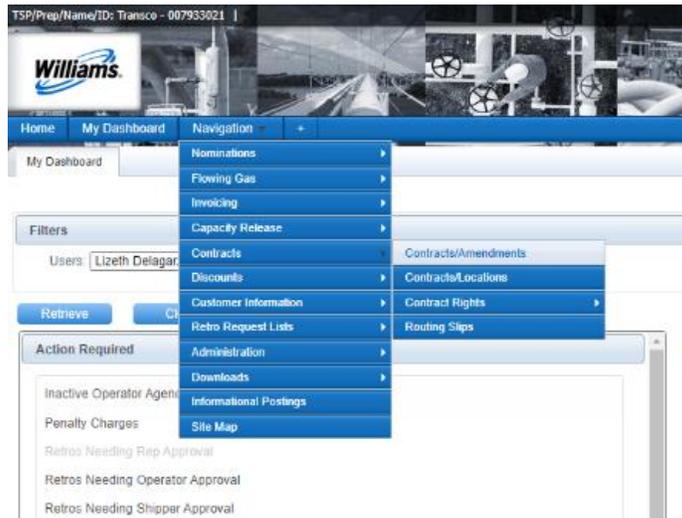
## Requesting an OBA Agreement

To request an OBA agreement, you must be the operator of the location that will be set up with an OBA. Contact your Commercial Services Representative for detailed assistance.

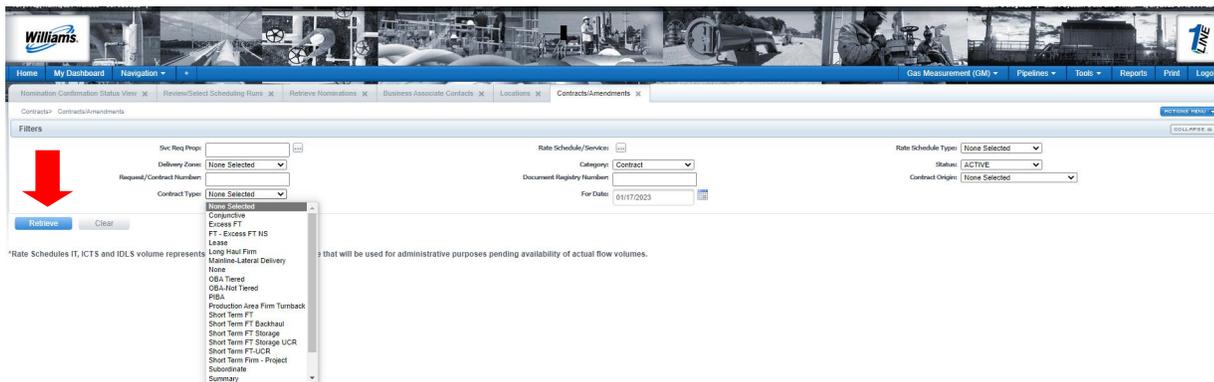
## Reviewing OBA Contracts

To see your contracts, you must have the **View Contracts role**. This allows you to access your OBA contract in 1Line to see the details that make up your OBA contract. Below is the path to view your OBA contract in 1Line.

1. Go to **Navigation > Contracts > Contracts/Amendments**



2. On the **Contracts/Amendments** page, the fields Service Requester (Prop), Category, For Date, and Status will be filled-in with default information. Select your **Business Associate ID** in the **Service Requester (Prop) Field** and choose **Contract Type OBA Tiered**, **OBA-Not Tiered** or **PIBA**. Then select **Refresh** to populate the page with your contracts.



3. All OBA contracts under your Business Associate ID will populate. **Select the row** with your OBA contract and go to **Actions > Review**

Home My Dashboard Navigation + Gas Measurement (GM) Pipelines Tools Reports Print Logout

Contracts/Amendments x Review/Select Scheduling Runs x Retrieve Nominations x

Contracts/Amendments

Filters

Svc Req Prop: 123456 ABC Company  
 Delivery Zone: None Selected  
 Request/Contract Number:  
 Contract Type: None Selected

Rate Schedule/Service:  
 Category: Contract  
 Document Registry Number:  
 For Date: 01/10/2023

Rate Schedule Type: None Selected  
 Status: ACTIVE  
 Contract Origin: None Selected

Retrieval: Retrieve Clear  
 Download  Include Nested

Search successfully completed. Records found: 4

Contract ID	Category	Service Requester ID	Service Requester Name	Rate Schedule/Service	Contract Origin	Contract Type	Status	Commence Date	Document Expiration Date	Delivery Zone	Maximum Contract Qty (dt)
654321	Contract	123456	ABC Company	OBA-2N1(STABAV)	Reservation Release	None	ACTIVE	11/01/2022	10/31/2023	6	32

Actions: Add, Comments, Delete, Edit, Inquire, Review

- At the **View Contract** page, scroll down to the bottom to see information regarding the contract selected.

Home My Dashboard Navigation + Gas Measurement (GM) Pipelines Tools Reports Print Logout

View Contract

Contracts > Contracts/Amendments > View Contract

Header

\* Service Requester (Prop): Contract Number:  
 \* Rate Schedule Type: \* Rate Schedule/Service: \* Regulatory Authority:  
 Will any requested Location (receipt or delivery facility) require the installation or modification of that facility or a related facility before the transporter will be able to provide the requested service? No

Terms

\* Commence Date: \* Document Expiration Date: FOS Term Date:  
 System Termination Date:

\* Delivery Zone: Right Of First Refusal: \* Evergreen:  
 Notification Period: Notification Responsibility: Rollover Period:  
 \* State Of:

\* Regulatory Authority:  
 Name Of OBO Party: Type Of OBO Party: OBO Activity:  
 Supersedes and Cancels: None \* Supersedes Language: Include Article IV Abandonment Clause:   
 Agency:  Formerly or Corporation Language:

Contact Information

Requester ID: Service Requester: ID:  
 DUNS: Principle Office Location - City: States:  
 Submit Date/Time: WGP Affiliate:

Billable Party: ID: DUNS:  
 Billing Contact: City: State:  
 Address: Zip: Country:  
 Phone: Fax: Email:

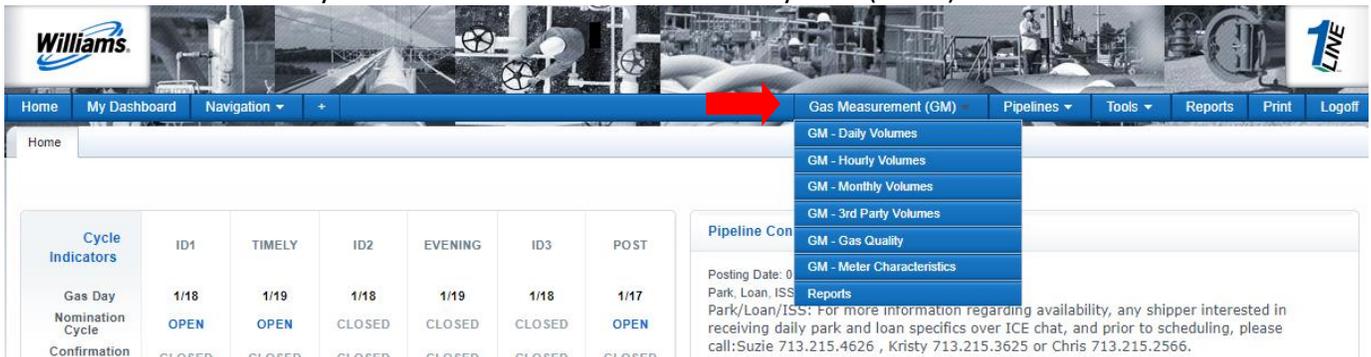
Notice Party Alternate Name:  
 Notices Party: ID: DUNS:  
 Notices Contact: City: State:  
 Address Line 1: Zip: Country:  
 Address Line 2:

# Managing OBA Imbalances

There are several ways to help monitor and manage your OBA activity in 1Line. Generally, operators manage their OBA imbalances by monitoring measurement and imbalance activities, adjusting flow volumes, and scheduling make up activity.

## Monitor Flow/Measurement Daily

1. At the 1Line Customer Activities home page, **select Gas Measurement** from the top **right banner menu**. This will take you to the Williams Measurement System (WMS)



2. In the dropdown fields, choose the **Meter** number, **Begin Flow**, and **End Flow Date**. Then select **Retrieve** from the left side of the page.

Williams 1Line

Home My Dashboard Navigation + Gas Measurement (GM) Pipelines Tools Reports Print Logout

Home x GM - Hourly Volumes x GM - Monthly Volumes x GM - Daily Volumes x

Gas Measurement (GM) > GM - Daily Volumes

Filters COLLAPSE

Device Station Number: 00063 - WHARTON STORAGE-  
 Meter ID: 00063-All  
 Begin Flow Date: 01/17/2023  
 End Flow Date: 01/17/2023  
 Data: Current  
 Contact Name/Phone: BECKER, SHANNAN (918)573-8341  
 Location ID: 1092692  
 Stmt D/T: 01/18/2023

Summary  Detail

Retrieve Clear

- This will generate the daily measurement data for the Location and Dates chose.

Gas Measurement (GM) > GM - Daily Volumes

Filters COLLAPSE

Device Station Number: 00158 - WHARTON STORAGE  
 Meter ID: 00158-All  
 Begin Flow Date: 01/19/2022  
 End Flow Date: 01/31/2022  
 Data: Current  
 Contact Name/Phone: MONTAG, KEITH  
 Location ID: 1092692  
 Stmt D/T: 01/19/2023

Summary  Detail

Retrieve Clear

Download  Paging Search successfully completed. Records found: 13

Sta No	Meter ID	Beg Date Time	Heat Fctr	Vol	Meas Qty	Stmt Type	Comments
00158	00158-ALL	01/19/2022 09:00:00	0.00000	0	0	Original	Zero Quantity
00158	00158-ALL	01/20/2022 09:00:00	0.00000	0	0	Original	Zero Quantity
00158	00158-ALL	01/21/2022 09:00:00	0.00000	0	0	Original	Zero Quantity
00158	00158-ALL	01/22/2022 09:00:00	0.00000	0	0	Original	Zero Quantity
00158	00158-ALL	01/23/2022 09:00:00	0.00000	0	0	Original	Zero Quantity
00158	00158-ALL	01/24/2022 09:00:00	0.00000	0	0	Original	Zero Quantity
00158	00158-ALL	01/25/2022 09:00:00	0.00000	0	0	Original	Zero Quantity
00158	00158-ALL	01/26/2022 09:00:00	0.00000	0	0	Original	Zero Quantity
00158	00158-ALL	01/27/2022 09:00:00	0.00000	0	0	Original	Zero Quantity
00158	00158-ALL	01/28/2022 09:00:00	0.00000	0	0	Original	Zero Quantity
00158	00158-ALL	01/29/2022 09:00:00	0.00000	0	0	Original	Zero Quantity
00158	00158-ALL	01/30/2022 09:00:00	0.00000	0	0	Original	Zero Quantity
00158	00158-ALL	01/31/2022 09:00:00	0.00000	0	0	Original	Zero Quantity
Station Totals :			0	0	0		

- For more detailed information on how to navigate through the WMS system and the 1Line system for measurement volumes, refer to the Measurement training module.

## Monitoring Imbalances

Managing your imbalances on a daily basis may help minimize penalties.

1. To monitor your OBA imbalances, go to:

### Navigation > Flowing Gas > Imbalance > Monthly Summary

The screenshot displays a web application interface with a navigation menu on the left and a main content area on the right. The navigation menu includes options like Home, Nominations, Flowing Gas, Invoicing, Contracts, Discounts, Customer Information, Retro Request Lists, Downloads, Other, Informational Postings, and Allocation. The 'Flowing Gas' menu is expanded, showing sub-options: PDA, Allocation, Imbalance, Measurement, Park and Loan Balances, and Storage. The 'Imbalance' option is further expanded to show: Monthly Summary, Yearly Summary, Trade Summary, Create Trade, Trade Details, Imbalance Resolution Summary, and Auto Post Imbalances. The 'Monthly Summary' option is highlighted. The main content area on the right is titled 'Pipeline Conditions' and contains a 'Posting Date: 08/20/2012 10:47' and a list of pipeline-related notices and updates.

**Navigation > Flowing Gas > Imbalance > Monthly Summary**

Home | Navigation | Measurement | Tools | Reports | Print | Logout

Home

- Nominations
- Flowing Gas
  - PDA
  - Allocation
  - Imbalance
    - Monthly Summary
    - Yearly Summary
    - Trade Summary
    - Create Trade
    - Trade Details
    - Imbalance Resolution Summary
    - Auto Post Imbalances
  - Measurement
  - Park and Loan Balances
  - Storage
- Invoicing
- Contracts
- Discounts
- Customer Information
- Retro Request Lists
- Downloads
- Other
- Informational Postings
- Allocation
  - Site Map

Allocation for July are Final  
Imbalance data is available through 09/10/2012  
Imbalance data for July is Final  
Prior Gas Day Changes for SEP,2012 available through 10/02/2012  
Prior Gas Day Changes for JAN,2012 - JUL,2012 available through 08/25/2012  
Preliminary August and September Demand Invoices are now available  
Preliminary August and September Commodity Invoices are now available  
Monthly Demand Invoices for July are Final  
Monthly Commodity Invoices for July are Final  
August trading is Open until 11:59 PM on Wednesday 09/26  
**September trading Opens on Monday 10/01**

**Pipeline Conditions**

Posting Date: 08/20/2012 10:47  
Park, Loan Payback and ISS - Service Available beginning 12/14/2011.  
Loan, Take away of Parked gas - Service Available beginning 02/15/2012. **Park/Loan/ISS: For more information, please call Suzie 713.215.4626 or Laurie 713.215.4366**  
Excess WSS Injections - Not Available beginning 04/28/2011  
Excess GSS Injections - Not Available beginning 02/15/2011  
Excess GSS Withdrawals - Available beginning 02/15/2012  
Excess WSS Withdrawals - Available beginning 12/20/2011  
Due-to-shipper or OBA party transactions: Available beginning 02/15/2012  
Due-from-shipper or OBA party transactions: Available beginning 10/25/2011  
**WSS/GSS/OBA: For more information, please call your Transportation Services representative**  
Auto Pool Balancing - 1% beginning with the Timely nomination cycle for 08/28/2010  
As of 08/17/2012 Transco's EIA Form 912 Reported Storage Balance: 69.99%  
Hydrocarbon Content for Pentane and Heavier Components (CS+): not to exceed 0.23 mol% or processed prior to mainline delivery  
For OFO information - Watch Critical Notices

2. Fill in the **Acct Per** and select **Retrieve**.

The screenshot shows the 'Monthly Summary' form. The 'Acct Per' field is set to '08/2012' and is circled in red. A red arrow points to the 'Retrieve' button. Below the form, there are formulas and definitions:
   
Formulas: (1) Total = Production Month Imbalance+PPA Available for Trade (2) Imbalance Percentage = Total/Production Month Deliveries
   
DF - FROM Init Trdr; DT - TO Init Trdr
   
PPA Subject to Cashout - Denotes PPAs that are subject to Cash out (where the contract indicator of PPA Included = No)
   
PPA Avail for Trd - Denotes PPAs that are incorporated into current month imbalances (where the contract indicator of PPA Included = Yes)

- The **Monthly Summary** page shows the **type of contract, Production Month Imbalances, percentage of imbalance, PPA Subject to Cashout, Net Flow Direction and Prior Month Makeup Activity**. Imbalances can be viewed at the following levels:
  - **Aggregated Transaction level**
  - **Daily Transaction level.**

The screenshot shows the 'Monthly Summary' form with search results. The 'Acct Per' is '08/2012' and 'Svc Req Name/Prop' is 'ABC Company / 990002'. A message states 'Search successfully completed. Records found: 1'. Below is a table titled 'Imbalance data is available through 08/31/2012' for August 2012. A red circle highlights the table data.

Imbalance data is available through 08/31/2012														
August 2012														
Rate Schedule	Svc Req ID	Svc Req	Svc Req K	Loc ID Prop	OIA ID 1	Zn ID 2	Production Month Imbalance	PPA Avail for Trd	Total(1)	PPA Subject to Cashout	Production Month Deliveries/OBA Allocated Qty	Imbalance Pct%(2)	Net Flow	OBA Make Up
OBA-CASH OUT Z4	990002	ABC Company	9999999	1357975	1	4	416,215 DT	0	416,215 DT	0	834,864	49.85	R	237

Formulas: (1) Total = Production Month Imbalance+PPA Available for Trade (2) Imbalance Percentage = Total/Production Month Deliveries
   
DF - FROM Init Trdr; DT - TO Init Trdr
   
PPA Subject to Cashout - Denotes PPAs that are subject to Cash out (where the contract indicator of PPA Included = No)
   
PPA Avail for Trd - Denotes PPAs that are incorporated into current month imbalances (where the contract indicator of PPA Included = Yes)

## Viewing Imbalances: Aggregated Transactions

To view the **Aggregated details** for a specific contract, **select** the row with the OBA contract you want to view and click on the Actions Menu or right-click and select **View Aggregated Transactions**.

The screenshot shows a web application interface for viewing imbalance data. At the top, there are navigation tabs: Home, Navigation, Measurement, Tools, Reports, Print, and Logoff. Below this is a 'Monthly Summary' header with a breadcrumb trail: 'Flowing Gas > Imbalance > Monthly Summary'. There is an 'ACTIONS MENU' button on the right.

The 'Filters' section includes:
 

- Acct Per: 08/2012
- Svc Req Name/Prop: ABC Company / 990002
- Rate Schedule: (dropdown)
- Loc ID (Prop): (input field)
- OIA: 1, 2
- Svc Req K: (input field)
- Contract: (link)
- Zn ID: (input field)
- Zone ID: (link)

There are checkboxes for 'Display Zero Imbalances' and 'Select All For Aggregated Transactions'. Buttons for 'Retrieve', 'Clear', and 'Download' are present. A message states 'Search successfully completed. Records found: 1'.

The main data table is titled 'Imbalance data is available through 08/31/2012' and is for 'August 2012'. The table has the following columns: Rate Schedule, Svc Req ID, Svc Req, Svc Req K, Loc ID Prop, OIA ID 1, Zn ID 2, Production Month Imbalance, PPA Avail for Trd, Total(1), PPA Subject to Cashout, Production Month Deliveries/OBA Allocated Qty, Imbalance Pct%(2), Net Flow, and OBA Make Up.

The first row of data is highlighted in yellow and has a context menu open over it. The menu items are:
 

- View Aggregated Transactions (indicated by a red arrow)
- View Daily Transactions
- View Zone To Zone Imbalance

Formulas provided at the bottom:
 

- (1) Total = Production month Imbalance + PPA Available for Trade
- (2) Imbalance Percentage = Total/Production Month Deliveries

 Legend: DF - FROM Init Trdr; DT - TO Init Trdr  
 PPA Subject to Cashout - Denotes PPAs that are subject to Cash out (where the contract indicator of PPA Included = No)  
 PPA Avail for Trd - Denotes PPAs that are incorporated into current month imbalances (where the contract indicator of PPA Included = Yes)

Rate Schedule	Svc Req ID	Svc Req	Svc Req K	Loc ID Prop	OIA ID 1	Zn ID 2	Production Month Imbalance	PPA Avail for Trd	Total(1)	PPA Subject to Cashout	Production Month Deliveries/OBA Allocated Qty	Imbalance Pct%(2)	Net Flow	OBA Make Up
OBA-CASH OUT Z4	990002			775	1	4	416,215 DT	0	416,215 DT	0	834,864	49.85	R	237

The aggregated transactions page shows the **difference between the allocated and measured quantities as well as prior month make up activity**.

Home Navigation + Measurement Tools Reports Print Logoff

View Aggregated Transactions

Flowing Gas> Imbalance> Monthly Summary> View Aggregated Transactions

Filters

\* Acct Per: 08/2012 \* Svc Req Name/Prop: ABC Company / 990002 OIA: 1 2

Svc Req K/Admin Acct: 9999999 Contract Zn ID: Zone ID

Rec Loc Prop: Del Loc Prop:

Display Zero Imbalances:  All Monthly Activity  Current Month Activity Only  PPA Activity Only

DUNS Number: Recipient Prop/Name: Contact Name: Mable King Contact Phone: (713)215-4606 Statement Date/Time: 09/12/2012 11:25 CDT Strt Basis: E Imbalance Reporting Type Description: Pathed

Retrieve Clear

Download Search successfully completed. Records found: 2

Imbalance data is available through 08/31/2012

Beg Date	End Date	Svc Req K	TT	OIA ID	Zn ID	Rec Loc Prop	Rec Loc Name	Del Loc Prop	Del Loc Name	Up K	Dn K	Package ID	Alloc Req Qty	Fuel Qty	Alloc Del Qty	OBA Meas Qty	End Imb Qty	OBA Make Up	
											Totals:		1,074,637 R	416,215 DT					
08/01/2012	08/21/2012	9999999	16	1	4	0		1357975	ABC Plant			SYSTEM STREAM K ID 401151/TRANSCON	0	0	88,221	55,529 D	32,455 DT	0	
08/02/2012	08/31/2012	9999999	16	1	4	1357975	ABC Plant	0				SYSTEM STREAM K ID 401151/TRANSCON	746,406	0	0	1,130,166 R	383,760 DT	0	

All flow dates begin at 9:00 AM and end at 9:00 AM next day  
DF - due FROM Service Requester; DT - due TO Service Requester

## Viewing Imbalances: Daily Transactions

To view the **Daily Transactions** for a specific contract, **select** the row you want to view and click on the Actions Menu or right-click and select **View Daily Transactions**.

Home Navigation + Measurement Tools Reports Print Logoff

Monthly Summary

Flowing Gas> Imbalance> Monthly Summary

Filters

\* Acct Per: 08/2012 \* Svc Req Name/Prop: ABC Company / 990002 Rate Schedule: Loc ID (Prop):

OIA: 1 2 Svc Req K: Contract Zn ID: Zone ID

Display Zero Imbalances:  Select All For Aggregated Transactions

Retrieve Clear

Download Search successfully completed. Records found: 1

Imbalance data is available through 08/31/2012

Rate Schedule	Svc Req ID	Svc Req	Svc Req K	Loc ID Prop	OIA ID 1	Zn ID 2	Production Month Imbalance	PPA Avail for Trd	Total(1)	PPA Subject to Cashout	Production Month Deliveries/OBA Allocated Qty	Imbalance Pct%(2)	Net Flow	OBA Make Up
OBA-CASH OUT Z4	990002		7175	1	4	416,215 DT	0	416,215 DT	0	834,864	49.85	R	237	

Formulas: (1) Total = Production Month Imbalance + PPA Available for Trade (2) Imbalance Percentage = Total/Production Month Deliveries  
DF - FROM Init Trdr; DT - TO Init Trdr  
PPA Subject to Cashout - Denotes PPAs that are subject to Cash out (where the contract indicator of PPA Included = No)  
PPA Avail for Trd - Denotes PPAs that are incorporated into current month imbalances (where the contract indicator of PPA Included = Yes)

The Daily Transactions page shows the **difference between the allocated and measured quantities as well as prior month make up activity at a daily level.**

View Daily Transactions

Flowing Gas> Imbalance> Monthly Summary > View Daily Transactions

Filters

\* Acct Per : 08/2012

\* Svc Req Name/ Prop : ABC Company / 990002

\* Svc Req K : 9999999 Contract

\* OIA: 1 2

\* Zn ID: 4 Zone ID

Rec Loc Prop: ...

Del Loc Prop: ...

Begin Flow Date: ...

End Flow Date: ...

All Monthly Activity  Current Month Activity Only  PPA Activity Only

Display Zero Imbalances:

DUNS Number: Recipient Prop/Name: Contact Name: Mable King Contact Phone: (713)215-4606 Statement Date/Time: 09/12/2012 11:32 CDT Imbalance Reporting Type Description: Pathed Stmt Basis: E

Retrieve Clear

Download  Paging Search successfully completed. Records found: 29

Imbalance data is available through 08/31/2012

Flow Date	T	Svc Req K	Rec Loc Prop	Rec Loc Name	Del Loc Prop	Del Loc Name	Up K		Dn K		Package ID	Alloc Req Qty	Fuel Qty	Alloc Del Qty	OBA Meas Qty	End Imb Qty	OBA Make Up		
							UpID/Up Name	DnID/Dn Name											
Totals:																	1,074,637 R	416,215 DT	237 DT
08/01/2012	16	9999999	0		1357975	ABC Plant	/		SYSTEM STREAM K ID 401151/TRANSCON	SYSTEM ID	0	0	4,709	9,691 D	4,982 DF	0			
08/10/2012	16	9999999	0		1357975	ABC Plant	/		SYSTEM STREAM K ID 401151/TRANSCON	SYSTEM ID	0	0	20,198	0 R	20,198 DT	0			
08/14/2012	16	9999999	0		1357975	ABC Plant	/		SYSTEM STREAM K ID 401151/TRANSCON	SYSTEM ID	0	0	4,320	0 R	4,320 DT	0			

### View Yearly Summary

To view imbalances for a year, select **Navigation>Flowing Gas>Imbalance>Yearly Summary.**

Home Navigation + Measurement Tools Reports Print Logout

Home

- Nominations
- Flowing Gas
  - PDA
  - Allocation
  - Imbalance
    - Monthly Summary
    - Yearly Summary**
    - Trade Summary
    - Create Trade
    - Trade Details
    - Imbalance Resolution Summary
    - Auto Post Imbalances
- Capacity Release
- Contracts
- Discounts
- Customer Information
- Retro Request Lists
- Downloads
- Other

POST 94 CLOSED OPEN

Pipeline Conditions

Pipeline conditions not available

Imbalance data is available through 08/25/2012

Imbalance data for July is Final

Prior Gas Day Changes for SEP,2012 available through 10/02/2012

Prior Gas Day Changes for JAN,2012 - JUL,2012 available through 08/25/2012

Preliminary August and September Demand Invoices are now available

Preliminary August and September Commodity Invoices are now available

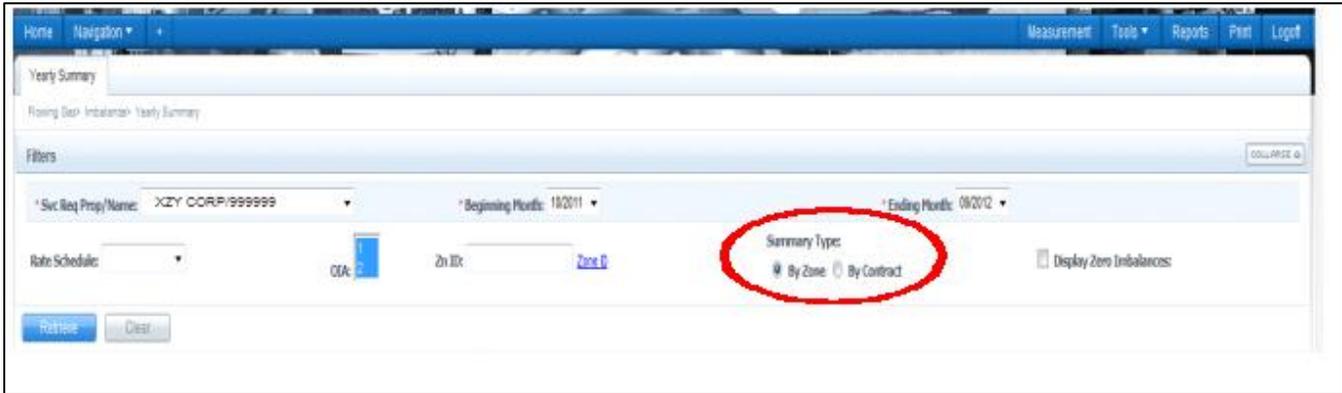
Monthly Demand Invoices for July are Final

Monthly Commodity Invoices for July are Final

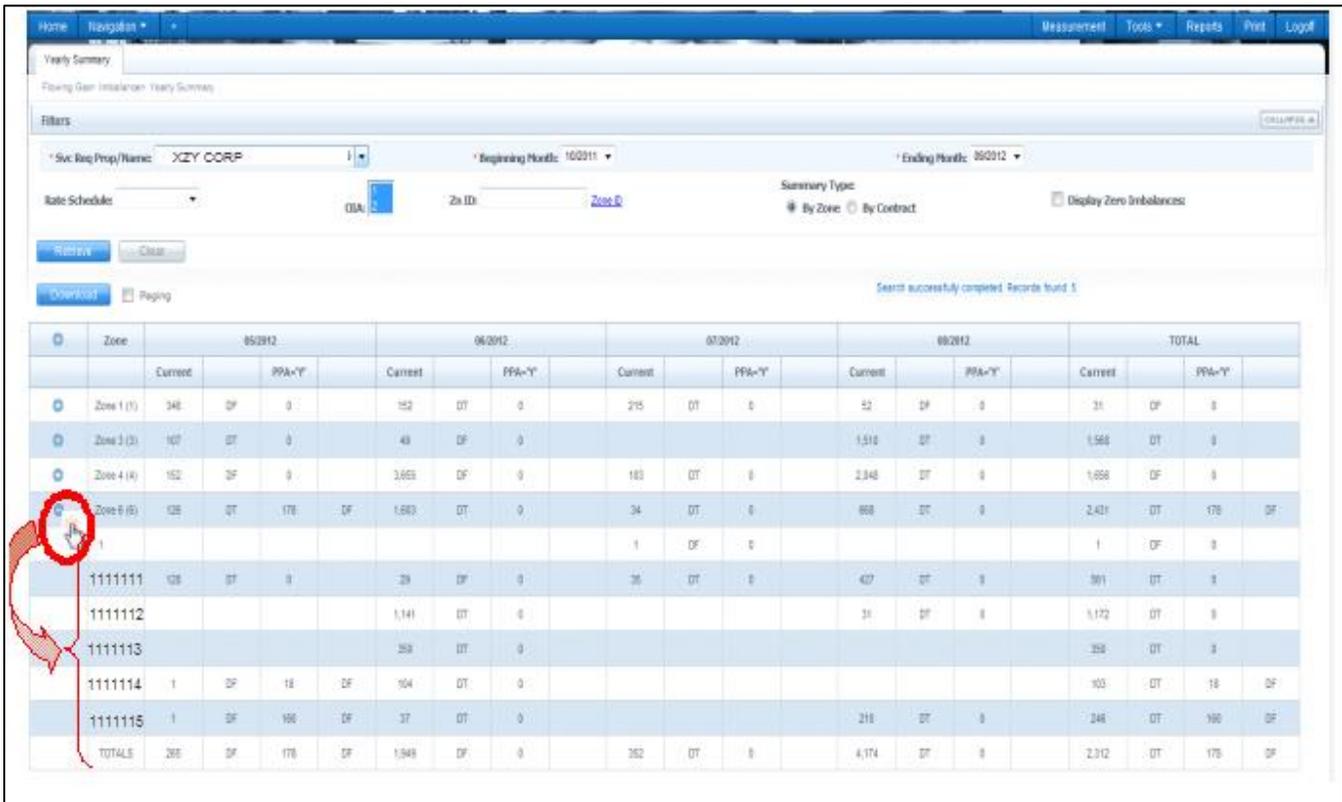
August trading is Open until 11:59 PM on Wednesday 09/26

September trading Opens on Monday 10/01

This view will allow you to retrieve the most recent three years of data, up to 12 months at a time. The default view is summarized by zone with the ability to expand each zone to show detail by contract. You have the ability to retrieve data summarized by zone or by contract.



To expand just ONE line of data, click the “+” to the left of that row.



You also have the ability to download whatever information you see on the screen by selecting the download button above the data table.

### Flow Adjustment

Depending on pipeline conditions and Gas Control approval, operators can request flow adjustments at the location that the OBA is setup. Operators can request to increase or decrease flow volumes over or under what is currently scheduled for the day to offset their current month imbalance.

## Prior Month Make-Up Transactions

If an OBA contract allows make-up activity, then the operator can use **Transaction Type 63 (due to shipper)** or **64 (due from shipper)** to nominate imbalance make-up transactions once the production month closes and allocations have finalized. The operator has 17 business days to schedule their make-up transactions following the production month close. Makeup transactions are sometimes not allowed due to pipeline conditions

- To view if imbalance make-up transactions are allowed go to: [www.1line.williams.com](http://www.1line.williams.com) > **Transco's Info Postings > Pipeline Conditions**

The screenshot displays the Transco website interface. At the top, a blue navigation bar includes the date 'TUESDAY - JANUARY 24, 2023' and several menu items: '1Line', 'Customer Info', 'Expansions', 'Resources', 'Safety', and 'Subscriptions'. Below this is a section for 'INFORMATIONAL POSTINGS' with a list of categories on the left, such as Capacity, Gas Quality, and Locations. The main content area features a 'Pipeline Conditions' tab, which is highlighted. This tab contains text about posting dates, availability for makeup transactions, and operational constraints like WSS injection and withdrawal. To the right of the main content, there are three vertical panels: 'Critical Notices', 'Constraint Points' (listing several dates and times), and 'Non-Critical Notices' (listing EIA storage balance and GSS/LSS rates). At the bottom of the main content area, there are two maps: 'Operational Capacity' and 'Nom/HBLV Delivery Based Constraints'.

## Scheduling a Make-Up Transaction Type 63

- To nominate a **Transaction type 63** (due to shipper/ long on pipe), in the 1Line Customer Activities site, go to **Navigation > Nominations > Nomination > Retrieve Nominations**

The screenshot shows the 'Retrieve Nominations' page. The navigation menu is expanded to show the path: Home > Navigation > Nominations > Nomination > Retrieve Nominations. A red arrow points to the 'Retrieve Nominations' option. The page displays a table with columns for Transaction Type (63), Status (OPEN), and various dates. A 'Pipeline Conditions' section is also visible on the right.

Transaction Type	Status	Begin Date	End Date
63	OPEN	09/13	09/11

- Once at the **Retrieve Nominations** page, input **63** in the **Transaction Type Field** and then select **Create** in the **Actions Menu**.

The screenshot shows the 'Retrieve Nominations' page with the filters section. The 'Transaction Type' field is set to '63' and is circled in red. The 'Actions Menu' is open, showing the 'Create' option selected with a red arrow.

Filters:

- Transaction Type: (use commas for Multiple Collections) 63
- Begin Gas Flow Date: 09/13/2012
- End Gas Flow Date: 09/13/2012

The Following Filters are Available for Searches/Retrieve Nominations

Note that fields marked with "\*" are available as wildcard searches. Use the "%" key before or after the search item (e.g., %Nom or Nom%). If "\*" is not used, the search will return exact matches only.

Select method for displaying retrieved data:  Filter out Zero Qty Nominations

Buttons: Retrieve, Clear

- Fill in the **service requester contract, begin and end date, package ID, receipt location ID, upstream BAID (Business Associate ID), DD rank, delivery quantity, downstream contract, and downstream BAID.**
- Once you have completed your fields, **select the nomination row, right-click and select the Submit Collection action.**

The screenshot shows the 'Retrieve Nominations' page. The filters section includes:
 

- Transaction Type: 63
- Begin Gas Flow Date: 09/13/2012
- End Gas Flow Date: 09/13/2012
- Service Requester Name: [empty]

 The table below has columns: Nom Status, Retro Status, Svc Req K, Beg Date, TT, Package ID, Rec Loc Prop, Del Loc Prop, Del Rank, Del Loc Name, Del Qty, Dn K, and Dn ID. A row is highlighted in yellow with Transaction Type 63. A context menu is open over this row, with 'Submit Collection' selected.

### Scheduling a Make-Up Transaction Type 64

- To nominate a **Transaction Type 64** (due from shipper/ short on pipe), from the 1Line Customer Activities site, **go to Navigation > Nominations > Nomination > Retrieve Nominations**

The screenshot shows the 'Navigation' menu with 'Nominations' expanded. The sub-menu includes:
 

- Nominations
- Flowing Gas
- Invoicing
- Contracts
- Discounts
- Customer Information
- Retro Request Lists
- Downloads
- Other
- Informational Postings
- Site Map

 The 'Retrieve Nominations' option is highlighted.

2. Once at the Retrieve Nominations page, type in 64 in the Transaction Type Field and then select Create in the Actions Menu.

The screenshot shows the 'Retrieve Nominations' page. At the top, there is a navigation bar with 'Home', 'Navigation', 'Measurement', 'Tools', 'Reports', 'Print', and 'Logoff'. Below this is a breadcrumb trail: 'Nominations > Nomination > Retrieve Nominations'. The main section is titled 'Filters' and contains several input fields: 'Transaction Type: (use commas for Multiple Selections)' with the value '64' circled in red; 'Begin Gas Flow Date' with the value '09/13/2012'; 'End Gas Flow Date' with the value '09/13/2012'; 'Svc Req Prop:'; and 'Svc Req:'. A red arrow points from the 'Svc Req:' field to the 'Create' option in the 'ACTIONS MENU' dropdown. Below the filters, there is a section titled 'The Following Filters are Available for Searches/Retrieve Nominations' with a note about wildcard searches. This section contains various filter fields like 'Svc Req IG', 'Rec Loc Prop', 'Del Loc Prop', 'Retro Nom ID', '\*\*Package ID', '\*\*Up ID Prop', '\*\*Dn ID Prop', 'Date Submitted', 'Nom Status', '\*\*Up IG', '\*\*Dn IG', 'Retro Status', 'Cycles', 'Receipt Zone', and 'Delivery Zone'. At the bottom, there is a 'Select method for displaying retrieved data:' section with a 'Filter out Zero Qty Nominations' checkbox checked, and 'Retrieve' and 'Clear' buttons.

3. Fill in your **service requester contract, begin and end date, package ID, receipt location ID, receipt quantity, upstream contract, upstream BAID, RR Rank, delivery location, and downstream BAID.**
4. Once you have completed your fields, **select the nomination row, right-click and select the Submit Collection action.**

## Mutual Assist

OBA mutual assist is a request to have current month imbalances rolled into the next month and not be cashed out for the agreed mutual assist term subject to mutual agreement.

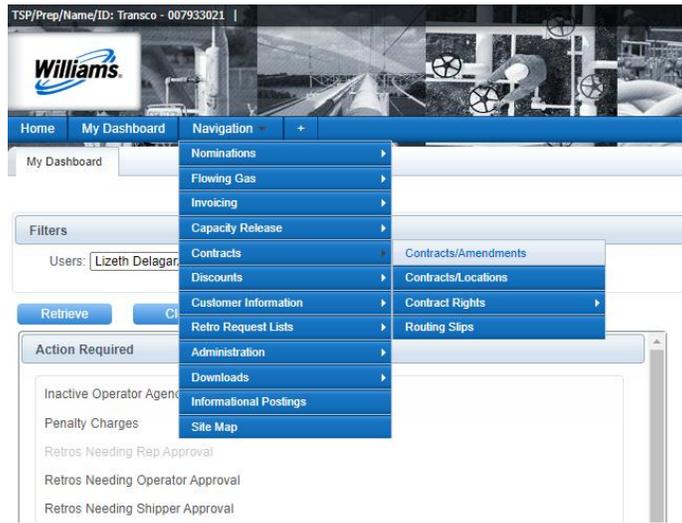
### Requesting Mutual Assist

Operators can request for mutual assist on their OBA contracts; however, approval by both parties is required. The OBA party must provide information supporting why a mutual assist should be awarded and the proposed term. To request mutual assistance, contact your Customer Services Representative.

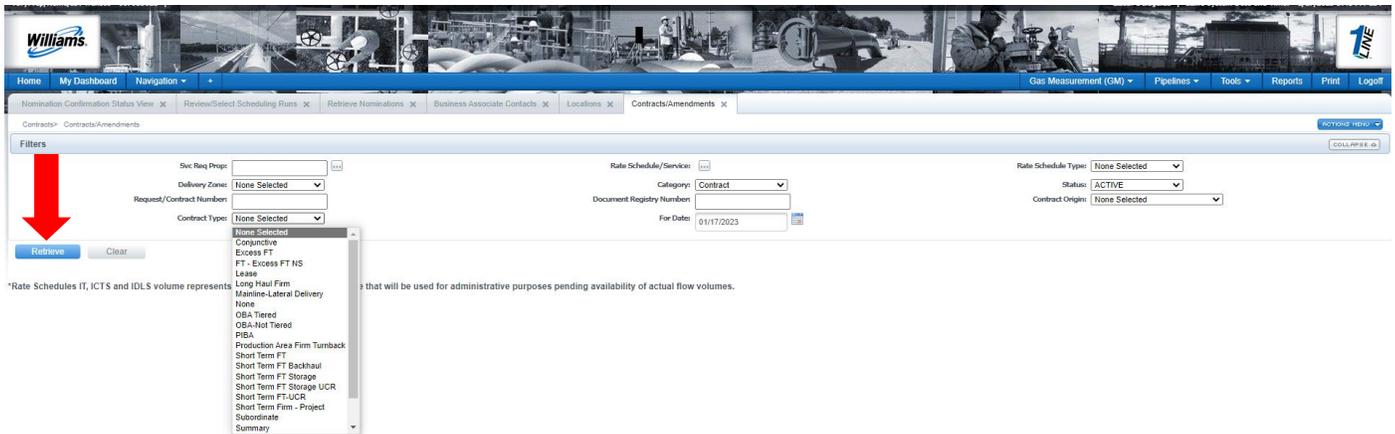
### Verifying the Mutual Assist Indicator on your Contract

The **Mutual Assist Indicator**, located in the details of your OBA contract in 1Line, will inform you if you are in mutual assist with a status of **Yes** or **No**.

1. At the 1Line Home page, go to **Navigation > Contracts > Contracts/ Amendments**



2. On the **Requests/Contracts** page, the field **Service Requester (Prop)**, **Category**, **For Date**, and **Status** will default information. Make sure your **Business Associate ID** is in the **Service Requester (Prop) Field** and the correct **For Date** is selected. Then select **Refresh** to populate your contracts.



- All OBA contracts under your Business Associate ID will be displayed. **Select the row with your OBA contract and go to **Actions > Review**.**

Contracts/Amendments

Filters

Svc Req Prop: 123456 ABC Company

Rate Schedule/Service: [None Selected]

Rate Schedule Type: [None Selected]

Delivery Zone: [None Selected]

Category: [Contract]

Status: [ACTIVE]

Request/Contract Number: [None Selected]

Document Registry Number: [None Selected]

Contract Origin: [None Selected]

Contract Type: [None Selected]

For Dates: 01/10/2023

Retrieval: [Retrieve] [Clear]

Download: [Download]  Include Nested

Search successfully completed. Records found: 4

Contract ID	Category	Service Requester ID	Service Requester Name	Rate Schedule/Service	Contract Origin	Contract Type	Status	Commence Date	Document Expiration Date	Delivery Zone	Maximum Contract Qty (dt)
654321	Contract	123456	ABC Company	OBA-ZH1(STA30AV)	Reservation Release	None	ACTIVE	11/01/2022	10/31/2023	6	32

- At the **View Contract** page, scroll down to the contract. Here you will find information regarding the contract selected.

View Contract

Contracts > Contracts/Amendments > View Contract

Header

\* Service Requester (Prop): Contract Number:

\* Rate Schedule Type: \* Rate Schedule/Service: \* Regulatory Authority:

Will any requested Location (receipt or delivery facility) require the installation or modification of that facility or a related facility before the transporter will be able to provide the requested service? No

Terms

\* Commence Date: \* Document Expiration Date: FOS Term Dates:

System Termination Date:

\* Delivery Zone: Right Of First Refusal: \* Evergreen:

Notification Period: Notification Responsibility: Rollover Period:

\* State Of:

\* Regulatory Authority:

Name Of OBO Party: Type Of OBO Party: OBO Activity:

Supersedes and Cancels: None \* Supersedes Language: Formerly or Corporation Language: Include Article IV Abandonment Clause:

Agency:

Contact Information

Requester ID: Service Requester: ID:

DUNS: Principle Office Location - City: States:

Submit Date/Time: WGP Affiliate:

Billable Party: Billing Contact: ID: DUNS: States:

Address: Zip: Country: Phone: Fax: Email:

Notice Party Alternate Name: Notices Party: ID: DUNS:

Notices Contact: City: States: Address Line 1: Zip: Country: Address Line 2:

## Managing Mutual Assist Activity

To manage your mutual assist activity, use the **Imbalance Resolution Summary** to follow your imbalances.

1. At the 1Line Home page, go to **Navigation > Flowing Gas > Imbalance > Imbalance Resolution Summary**

2. Choose the appropriate date in the **Acct Per** field and select the radio button for **Not Subject to Cash out**.

Formulas: (1) Total = Production Month Imbalance+PPA Available for Trade (2) Imbalance Percentage = Total/Production Month Deliveries  
 DF - due FROM Service Requester; DT - due TO Service Requester  
 PPA Subject to Cashout - Denotes PPAs that are subject to Cash out (where the contract indicator of PPA Included = No)

- Information regarding your **current imbalance** and **mutual assist activity** will populate.
- In the example below, the operator is viewing accounting period 3/2012.

Home Navigation + Measurement Tools Reports Print Logout

Imbalance Resolution Summary  
Flowing Gas> Imbalance> Imbalance Resolution Summary

Filters COLLAPSE

\* Acct Per: 03/2012 \* Svc Req: OIA(s): Location ID (Prop):  
Svc Req / Admin Acct: Contract Zn ID: Zone ID

Subject to Cashout  Not Subject to Cashout

Retrieve Clear

Download Search successfully completed. Records found: 1

**Imbalance data for March is Final**

										March 2012				
Rate Schedule	Svc Req K/Admin Acct	K Holder Name/K Holder	Svc Req/Svc Req ID	Balance Agent/Balance Agent ID	OIA ID	Zn ID	Loc ID Prop	Mutual Assist	Beginning imbalances	OBA Make Up	Production Month Activity	PPA Activity	Adjusted Qty	Cumulative Imbalance To Date
OBA-NGWZZAVGCO	9999999	ABC Company / 990002	ABC Company / 990002	ABC Company / 990002	1	2		Y	178 DF	0	120,778 DF	0	0	120,956 DF

Formulas: (1) Total = Production Month Imbalance+PPA Available for Trade (2) Imbalance Percentage = Total/Production Month Deliveries  
DF - due FROM Service Requester; DT - due TO Service Requester  
PPA Subject to Cashout - Denotes PPAs that are subject to Cash out (where the contract indicator of PPA Included = No)

## Reports to Track Mutual Assist

You will be able to view your mutual assist imbalance activity within your invoice packets in 1Line. The two reports to help track your mutual assist activity are the **Interconnect Statement** and the **Imbalance Resolution Statement Not Subject to Cash Out**.

Note: In order to view your invoice packets, you must have the **View Invoice Role**.

- To view your invoices go to: **Navigation > Invoicing > Invoice**.

Home Navigation +

Home

- Nominations
- Flowing Gas
- Invoicing **Invoice**
- Contracts
- Discounts
- Customer Information
- Retro Request Lists
- Downloads
- Other
- Informational Postings
- Site Map

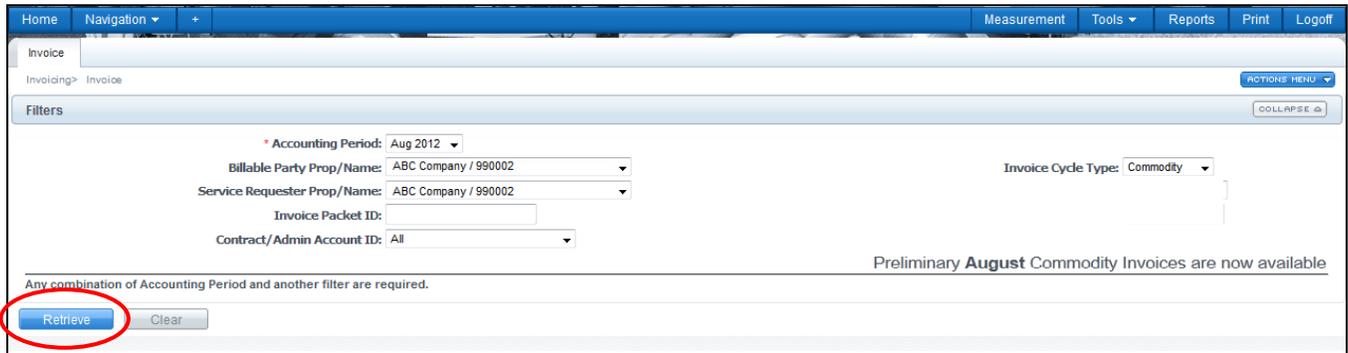
TIMELY	ID-2	EVENING	POST
9/13	9/12	9/13	9/11
CLOSED	OPEN	OPEN	CLOSED
OPEN	CLOSED	CLOSED	CLOSED

**Pipeline Condition**

Posting Date: 08/20/2012 10:47  
Park, Loan Payback and ISS - Service Available begin  
Loan; Take away of Parked gas - Service Available by  
**please call Suzie 713.215.4626 or Laurie 713.215.**  
Excess WSS Injections - Not Available beginning 04/2  
Excess GSS Injections - Not Available beginning 02/15  
Excess GSS Withdrawals - Available beginning 02/15  
Excess WSS Withdrawals - Available beginning 12/20  
Due-to-shipper or OBA party transactions: Available t  
Due-from-shipper or OBA party transactions: Availab  
**WSS/GSS/OBA: For more information, please ca**  
Auto Pool Balancing - 1% beginning with the Timely nd

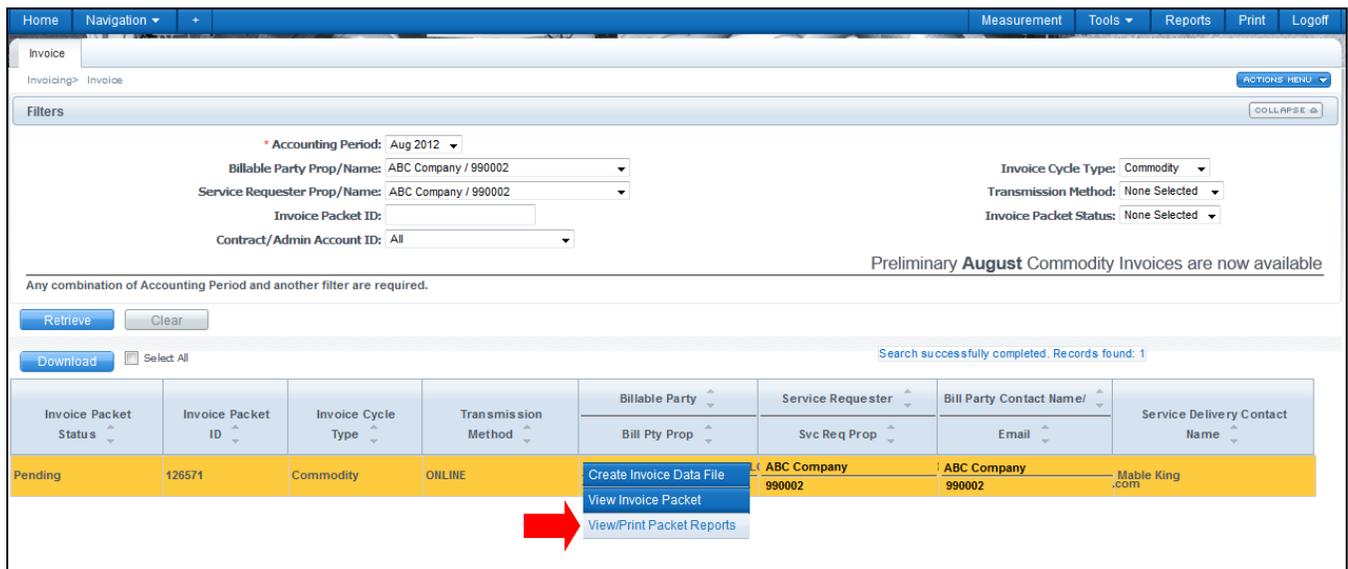
Allocations for July are Final  
Imbalance data is available through 09/11/2012  
Imbalance data for July is Final  
Prior Gas Day Changes for SEP 2012 available through 10/02/2012

2. **Select the accounting period** of interest (it will automatically default to the earliest open accounting period) and appropriate **Billable Party** and/or **Service Requester**. Invoice Cycle Type will default to Commodity. **Select Retrieve**.



- The invoice(s) will appear on the **bottom half of the screen**. If you are an agent or Billable Party for more than one customer, those invoices will populate as well.

3. **Select the row for the packet(s)** at the bottom of the screen.
4. Right-click or select from the Actions Menu **View/Print Packet Reports**. A new window will open with a PDF File of your invoice(s).



- Look for the reports titled **Interconnect Statement** and the **Imbalance Resolution Statement Not Subject to Cash Out**.

### Interconnect Statement

- Footnote will appear when contract is in period of mutual assist.



**Williams Gas Pipeline - Transco**  
Imbalance Statement - Interconnect (in Dekatherms)



Billable Party (Prop)/(Duns): 990002 ABC Producer      Accounting Period: MAR, 2010  
 Service Requester (Prop)/(Duns): 990002 ABC Producer      Invoice Identifier: 7061

Contract is in period of mutual assist.  
 OBA Imbalance = Measured Qty - Allocated Qty  
 Percentage Of Imbalance(1) = OBA Imbalance/Allocated Quantity

### Imbalance Resolution Statement Not Subject to Cash Out

- In addition to adding a mutual assist indicator, this report will follow the balance pages and show the mutual assist for an additional month.



**Williams Gas Pipeline - Transco**  
Imbalance Resolution Activity Statement - Not Subject Cashout (in Dekatherms)



**Not Subject to Cashout**

Invoice Identifier: 7061      Accounting Period: MAR, 2010  
 Contract No: 3000002  
 Billable Party (Prop)/(Duns): 990002 ABC Producer      Service Requester (Prop)/(Duns): 990002 ABC Producer  
 Service: GD AVERAGE TRANSCO ZN 3 (STA 65)      Contact Name/Phone: SysTestNotification@Williams.com  
 Statement Basis: Actual      Contact E-mail: SysTestNotification@Williams.com

Contract ID	Rate Sched Code	OIA/ Zon	Location ID	R/ D	Mutual Assist	Beginning Balance	Production Month Activity	MakeUp Activity	PPA Activity	Adjusted Quantity	Cumulative Balance To Date
<b>NOT SUBJECT TO CASHOUT</b>											
3000002	ZONE3(STA65)	1/3	9000002	R	Y	879,739	(897,853)			0	
Total for Receipt						879,739					
Total for OIA/ Zone:						879,739	(897,853)	0	0	10,408	(7,706)
Total for month						879,739	(897,853)	0	0	10,408	
Ending Imbalance Quantity											(7,706)

Please contact your Commercial Services Representative with any OBA questions.