

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 <u>Transco's Informational Postings page</u>, 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

- **<u>100% In Kind</u>**: 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.
- <u>100% Cash Out</u>: Entire imbalance is allowed to be traded and any remaining imbalance at the end of the trade period is cashed out.
- <u>Hybrid</u>: 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 1st 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

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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.

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

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



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)

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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.

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

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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
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00158	00158-ALL	01/29/2022 09:00:00	0.00000	0	0	Original	Zero Quantity
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• 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:





2. Fill in the Acct Per and select Retrieve.

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- 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.

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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**.

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

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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**.

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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.

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View Yearly Summary

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

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	Invoicing 🕨	Allocation >								
	Capacity Release 🕨	Imbalance >	Monthly Summary							
	Contracts +	Measurement 🕨	Yearly Summary 😽	POST	Pipeline Conditions					
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Alloca	Informational Postings	2								
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Imbala	nce data is available through 08/25/2012									
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Prior G	Sas Day Changes for SEP,2012 available	through 10/02/2012								
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Prelimi	nary August and September Demand Inv	invoices are now available								
Month	ly Demand Invoices for July are Final	infoldes are now available								
Month	ly Commodity Invoices for July are Final									
Augus	st trading is Open until 11:59 PM on Wedr	nesday 09/26								
Septe	mber 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.

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To expand just ONE line of date, click the "+" to the left of that row.

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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 > Transco's Info Postings > Pipeline Conditions



Scheduling a Make-Up Transaction Type 63

1. 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**

Home	Navigation - +						Measuremen	To	ols 👻	ols - Reports
Home	Nominations	No	mination	×.	Retrieve Nomina	ations				
	Flowing Gas	Co	onfirmation	Þ	Pool Balancing	Summary				
	Invoicing •	Sc	heduled Quantity	Þ	View Supply Di	sagg Summary				
	Contracts >									
	Discounts >		TIMELY	ID-2	EVENING	POST	Pipeline Conditions			
	Customer Information		9/13	9/12	9/13	9/11				
	Retro Request Lists	D	OPEN	OPEN	CLOSED	CLOSED	Posting Date: 08/20/2012 10:47 Park Loan Payback and ISS - Service Available beginning 12/14/2011			
	Dowoloada		CLOSED	CLO SED	CLOSED	CLOSED	Loan; Take away of Parked gas - Service Available beginning 02/15/201	Park/Loan/I	ss	SS: For more
	Downloads P						please call Suzie 713.215.4626 or Laurie 713.215.4356			
Mont	Other 🕨						Excess WSS Injections - Not Available beginning 04/26/2011 Excess GSS Injections - Not Available beginning 02/15/2011			
	Informational Postings						Excess GSS Withdrawals - Available beginning 02/15/2012			
Alloca	Site Map	2					Excess WSS Withdrawals - Available beginning 12/20/2011			
mbala	nce data is available through 09/10/2012	,					Due-to-shipper or OBA party transactions: Available beginning 02/15/20 Due-from-shipper or OBA party transactions: Available beginning 10/25/	111		
mbala	nce data for July is Final	-					WSS/GSS/OBA: For more information, please call your Transport	tion Servic	es r	es representat
rior (Sas Day Changes for SEP,2012 available	throu	ugh 10/02/2012				Auto Pool Balancing - 1% beginning with the Timely nomination cycle for	8/28/2010		
Prior (Gas Day Changes for JAN,2012 - JUL,20	0 12 av	vailable through 0	8/25/2012			As of 08/17/2012 Transco's EIA Form 912 Reported Storage Balance: 69	99% wood 0.22	mal	mall/ or proposi
Prelim	nary August and September Demand Inv	/oices	are now availabl	e			delivery	XCEEU 0.23 I	nor	norm of process
Prelim	nary August and September Commodity	Invoid	ces are now avail	able			For OFO information - Watch Critical Notices			
Month	ly Demand Invoices for July are Final									
Month	ly Commodity Invoices for July are Final									
Augus	t trading is Open until 11:59 PM on Wedr	nesda	y 09/26							
Septe	mber trading Opens on Monday 10/	01								

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

ominations> Nomination> Retrieve Nomination	ons				_	ACTION	NS ME
ilters					Bulk U	pdate	
Transaction Type: (use commas for					Calcul	ate Fuel	
Multiple Selections)	* Begin Gas Flow Date:	* End Gas Flow Date:	Svc Req Prop:	Svc Req N	Create)	
63 TT Cycle Indie tors	09/13/2012	09/13/2012			Delete	Nom	
					Down	load NMST	Γ
he Following Filters are Available for Se	arches/Retrieve Nominations				Edit Cr	reate	
ote that fields marked with '**' are availab	ble as wildcard searches. Use the "%" key	before or after the search item (e.g., 9	6Nom or Nom%). If "%" is not used, the search v	vill return exact matches only.	Edit W	'IP	
Svc Req K:	**Padage ID:		Nom Status:	Cyde:	Noi MDQ (Calculate	
Rec Loc Prop:	**Up ID Prop:		**Up K:	Receipt Zone:	Remov	ve List	
Del Loc Prop:	***Dn ID Prop:		***Dn K:	Delivery Zone:	Retro	Submit	
Retro Nom ID:	Date Submitted:		Rebro Status:		Save	Nom	
Select method for displaying retrieved data:			Thursday Charling		Submi	t Collectior	n
Select method for displaying realizing data			E Hiterout zero Qty Nominations		Upload	INMST	
Retrieve					Valida	te Collectio	ion
					View	Nominatior	in H
					Withdr	rawal	

- 3. 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.
- 4. Once you have completed your fields, **select** the **nomination row**, right-click and **select the Submit Collection action**.

Home Navigation - +				Measurement	Tools - Repor	ts Print Logoff
Retrieve Nominations						
Nominations> Nomination> Retrieve Nominations						ACTIONS MENU 👻
Filters						COLLAPSE A
Transaction Type: (use commas for Multiple Selections)	jin Gas Flow Date:	* End Gas Flow Date:	Svc Req Prop:	Sv	vc Req Name:	
63 <u>II</u> <u>Cycle Indicators</u> 09/1	3/2012	09/13/2012				
The Following Filters are Available for Searches/Re	etrieve Nominations					COLLAPSE A
Note that fields marked with '**' are available as wild	card searches. Use the "%" key bef	fore or after the search item (e.g.,	%N Bulk Update	search will return exact m	natches only.	
Svc Req K:	**Package ID:		Calculate Fuel		Cycle: None S	Selected 👻
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Retrieve Clear			Remove List			
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Status 🗘 Retro Request Svc Req		Prop	Upload NMST	Del Prop	- Del	Dn ID
Error ID 🗘 Name 🗘	End Date 🗘 Cycle 🌲	ID 🖕 Name 🖕	Qt Validate Collection	Rank 💭 Name	Ç Qty Ç	Prop-Name 🍦
WID	09/13/2012 63		View Nomination History			9999999
N 9999999	09/13/2012	DBA Makeup 1357975		999 1357975	10000	990002 -

Scheduling a Make-Up Transaction Type 64

1. 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**

Home	Navigation - +					Measurement Tools - Reports Print Log	joff
Home	Nominations >	Nomination	•	Retrieve Nomina	itions		
	Flowing Gas	Confirmation		Pool Balancing	Summary		
	Invoicing +	Scheduled Quantity		View Supply Di	sagg Summary		
	Contracts >						
	Discounts +	TIMELY	ID-2	EVENING	POST	Pipeline Conditions	
	Customer Information	9/13	9/12	9/13	9/11	Posting Date: 08/20/2012 10:47	
	Retro Request Lists	D OPEN	OPEN	CLOSED	CLOSED	Park, Loan Payback and ISS - Service Available beginning 12/14/2011.	
	Downloads •	CLOSED	CLO SED	CLOSED	CLOSED	Loan; Take away of Parked gas - Service Available beginning 02/15/2012. Park/Loan/ISS: For more information, please call Suzie 743 245 4626 or Laurie 743 245 4356	
Monti	Other 🕨					Excess WSS Injections - Not Available beginning 04/26/2011	
	Informational Postings					Excess GSS Injections - Not Available beginning 02/15/2011 Excess GSS Withdrawale - Available beginning 02/15/2012	
Allocat	Site Map	2				Excess WSS Withdrawals - Available beginning 12/20/2011	
Allocat	dons for July are Final					Due-to-shipper or OBA party transactions: Available beginning 02/15/2012	
Imbala	nce data for July is Final	<u>-</u>				WSS/GSS/OBA: For more information, please call your Transportation Services representative	
Prior G	as Day Changes for SEP,2012 available	through 10/02/2012				Auto Pool Balancing - 1% beginning with the Timely nomination cycle for 08/28/2010	
Prior G	as Day Changes for JAN,2012 - JUL,20	012 available through 0	8/25/2012			As of U&/17/2012 Transco's E/A Form 912 Reported Storage Balance: 69.99% Hydrocarbon Content for Pentane and Heavier Components (C5+): not to exceed 0.23 mpl% or processed prior to mainline	
Prelimi	nary August and September Demand Inv	voices are now availabl	le			delivery	
Prelimi	nary August and September Commodity	Invoices are now avail	able			For OFO information - Watch Critical Notices	
Month	y Demand Invoices for July are Final						
Month	y Commodity Invoices for July are Final						
Augus	t trading is Open until 11:59 PM on Wedn	nesday 09/26					
Septe	mber trading Opens on Monday 10/	01					

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

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rillers								<u> </u>	Calculate Fu	el
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64 <u>Π</u> Ι	Cycle Indicators	09/13/2012	09/13/2012					7	Delete Nom	
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The Following Filters a	are Available for Search	es/Retrieve Nominations							Edit Create	
Note that fields marked	d with '**' are available as	wildcard searches. Use the "%	" key before or after the search item (e.g., %Nom or Nom%)). If "%" is not used, th	e search will return exa	act matches only	y.	Edit WIP	
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Retro Nom ID:		Date Submitted:		Retro Status:	-				Save Nom	
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Select method for displ	aying retrieved data:			Filter o	ut Zero Qty Nominations	i			Upload NMS	
Potriovo	Clear								Validate Coll	ection
Reuleve	Jiedi								View Nomin	ation History
									Withdrawal	
								- 1	,	

- 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**.

Home Navi <u>c</u>	gation - +									Measurement	Tools 🔻	Reports	Print	Logoff
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Nominations> No	mination> Retrieve	Nominations											ACTIONS	S MENU 👻
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Transaction T Multiple Select 64	Type: (use comma tions)	s for Beg ors 09/1	jin Gas Flow Date		* End G	as Flow Date:		5	Svc Req Prop:		Svc Req Na	ame:		
The Following F	ilters are Available	e for Searches/Re	etrieve Nominatio	ons						Bulk Update			COLL	APSE 6
Note that fields	marked with '**' are	e available as wild	card searches. L	Ise the "%" key I	pefore or after th	ne search item	(e.g., %Nom or I	Nom%).	If "%" is not us	Calculate Fuel	ct matches o	only.		
Svc	Req K:		**Pac	kage ID:			Nom S	tatus:	•	Create	Cy	de: None Se	lected 🚽	
RecLoo	Prop:		**Up	ID Prop:			*	*Up K:		Delete Nom	Receipt Zo	one: 🗨		
DelLoc	Prop:		**Dn	ID Prop:			*	Dn K:		Download NMST	Delivery Zo	one: 🗨		
Retro No	om ID:		Date Su	bmitted:			Retro S	tatus:	-	Edit Create				
Select method f	or displaving retriev	ed data:						Filter ou	rt Zero Oby Nomin	Edit WIP				
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Entor								70		Withdrawal				
WIP		9999999	09/13/2012	64	OBA Makeup	1357975	10000		9999999	111 13579	75	9	90002	
	100 C		09/13/2012						990002	-				

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**



 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.

Williams.									1
Home My Dashboard Navigation - +					 Gas Measurem	ent (GM) - Pipelines	Tools -	Reports Pr	int Logoff
Nomination Confirmation Status View 🗶 Review/Sele	ect Scheduling Runs 🗙 Retrieve Nomina	ations 🗙 Business Associate Contacts 🗶 Locat	ions x Contracts/Amendm	ients 🗙					
Contracts> Contracts/Amendments								(inc	тюна нени 🗢
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	tione OBA Tered OBA-Not Tered PIBA Production Area Firm Turnback Short Tem FT Short Tem FT Backhaul Short Tem FT-UGR Short Tem FT-UGR Short Tem FT-UGR Short Tem FT-Noted Subortinate								

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

me My Da	ishboard Na	vigation + +						Gas	Measurement (GM) - Pi	pelines - Tools	- Reports	Print L
ontracts/Amend	ments × Re	view/Select Scheduling Runs	× Retrieve Nominations ×									
ontracts> Contra	scts/Amendments											HOTIONS HE
Iters												Add
	Svc Req	Prop: 123456	ABC Company		Rate Schede	de/Service:			Rate Schedule Type	None Selected	~	Comments
	Delivery	Zones None Selected	~			Category: Cont	tract	~	Statu	ACTIVE	*	Delete
Req	uest/Contract Nu	mbert			Document Regist	ry Number:			Contract Origin	None Selected	~	Edit
	Contract	Type: None Selected	~			For Date: 01/1	0/2023					Inquire
											_	Review
Retrieve	Clear											
Download	Include Nester	4						Search su	accessfully completed. Records	found: 4		
Contract ID		Service Requester ID	Service Requester Name	Rate Schedule/Service	Contract Origin	Contract Type	Status	Commence Date	Document Expiration Date	Delivery Zone	Maximum Co	ontract Qty (d
	Category	÷	-	÷	-	÷		0	Ç.,	÷.		-

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

Home	My Dashboard	Navigation 👻 🔸		Gas Measurement (GM) 🔹 Pipelines 👻	Tools 🔻	Reports	Print	Logoff
View Co	ontract		~~~~						
Contract	Is> Contracts/Amende	nents > View Contract							
Handa									
Header	r.							COOL	APSE A
	* Service Requ	ester (Prop):	Contract Number:						
	* Rate Sch	hedule Type:	* Rate Schedule/Service:		* Regulatory Author	rity:			
	Will any requ	ested Location (receipt or deliver	y facility) require the installation or n tr	nodification of that facility or a r ansporter will be able to provide	elated facility before the requested servi	the No ce?			
Terms								COLL	APSE O
		* Commence Date: System Termination Date :		* Document Expiration Date	8			FOS Term I	Date:
		* Delivery Zone:	Ri	ght Of First Refusal:		Evergreen:			
	N	Iotification Period:	Notifica	tion Responsibility:	Roll	over Period:			
		* State Of:							
	* Regul	atory Authority:							
	Nam	e Of OBO Party:	Type Of OBO Party:		OBO Activity:				
	Supersed	les and Cancels: None	* Supersedes Language:	Aba	Include Article IV ndonment Clause:				
		Agency:	Formerly or Corporation Language:						
	Contact Info	ormation							
	Requ	ester ID :	Servic	e Requester :				ID;	
		DUNS:	Principle Office Lo	cation - City:				State:	
	Submit Da	ate/Time:		VGP Affiliate:					
		Billable Party:		ID:	DUNS:				
		Billing Contact:		City:	State:				
		Address:		Zipt	Country				
		Phone:		Fax:	Email:				
	Notice Part	y Alternate Name:							
		Notices Party:		ID:				DUNS:	
		Notices Contact:							
		Address Line 1:		City:				State:	
		Address Line 2:		Zip:				Country:	

Managing Mutual Assist Activity

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

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

Hor	me	Navigation 👻 🔸					Measurement				
Ho	me	Nominations	Þ								
		Flowing Gas	Þ	PDA 🕨							
		Invoicing	Allocation								
		Contracts	•	Imbalance >		Monthly Summary					
		Discounts	•	Measurement >	·	Yearly Summary	Pipeline Conditions				
		Customer Information	Park and Loan Balances			Trade Summary	Posting Date: 08/20/2012 10:47				
		Retro Request Lists	•	Storage 🕨	·	Create Trade	Park, Loan Payback and ISS - Service Available beginning 12/14/2011.				
		Downloads	Þ	OPEN CLOSED		Trade Details	Loan; Take away of Parked gas - Service Available beginning 02/15/2012. P. please call Suzie 713.215.4626 or Laurie 713.215.4356				
N	Aonti	Other	Þ			Imbalance Resolution Summary	Excess WSS Injections - Not Available beginning 04/26/2011				
		Informational Postings				Auto Post Imbalances	Excess GSS Injections - Not Available beginning 02/15/2011 Excess GSS Withdrawals - Available beginning 02/15/2012				
A	Allocat	Site Map	2	2			Excess WSS Withdrawals - Available beginning 02/07/2011				
A	Allocat	ons for July are Final					Due-to-shipper or OBA party transactions: Available beginning 02/15/2012				
In	mbalar	ce data is available through 09/11/20	12				Due-from-shipper or OBA party transactions: Available beginning 10/25/2011				
In	mbalar	ce data for July is Final					WSS/GSS/OBA: For more information, please call your Transportation				

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

Home Navigation + +	Measurement Tools 🗸	Reports	Print	Logoff
Imbalance Resolution Summary				
Flowing Gas> Imbalance> Imbalance Resolution Summary				
Filters			COLL	APSE A
* Acct Per: 03/2012 Svc Req: ABC Company / 990002 GIA(s): 1 2	Location ID (Pr	op):)
Svc Req K/Admin Acct : Contract Zn ID : Zone D				
◎ Subject to Cashout ⑧ Not Subject to Cashout				
Retrieve Clear				
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 Naviga	tion 👻 🛛 +										Measurement	Tools 🔻	Reports	Print	Logo
Imbalance Resoluti	on Summary				~12							Address of the state of the state			
Flowing Gas> Imb	alance> Imbala	nce Resolution Summ	nary												
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* Acct Per: (13/2012 👻		* Svc Req :				-		OIA(s): 2		1	Location ID (Prop):		
		Svella	a K/Admin Acct :		Contr	act			Zn ID :	Zone I	D				
Subject to Ca	slout [©] Not 9	Subject to Cashout													
Retrieve	Clear	J													
Download									Sea	rch succes	sfully completed. R	ecords found:	1		
					imh al:	ance d	ata for M	larch is Fil	nal						
						anoc u	utu ioi m				March 2012			~	-
		1	1								March 2012			/	
Rate	Svc Req K/Admin	K Holder Name/K	Svc Req/Svc	Balance Agent/Balance	OIA	Zn	Loc ID	Mutual	Beginning	OBA Make	Production Month	PPA	Adjusted	Cumula Imbalanc	tive e To
Sche dule 🍦	Acct 🖕	Holder 🍦	Req ID 🏮	Agent ID 🌲	ID	ID 🌲	Prop 🍦	Assist 🍦	Imbalances 🍦	Up 🌲	Activity 🖕	Activity	Qty 🌐	Date	÷
OBA-NGWZ2AVGCO	9999999	ABC Company / 990002	ABC Company / 990002	ABC Company / 990002	1	2		Ŷ	178 DF	0	120,778 DF	0	0	120,	956 DF
		1					1	\cup	\smile					\sim	
Formulas: (1) Total = DF - due FROM Serv	 Production N ice Requeste 	ionth Imbalance+F r; DT - due TO Sen	PPA Available for Tra vice Requester	ade (2) Imbalance Pei	rcentag	e = Total	/Production	Month Delive	ries						
PPA Subject to Cas	hout - Denote	s PPAs that are su	bject to Cash out	(where the contract i	ndicato	r 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.

1.	To view your invoices	go to: Navigation	> Invoicing >Invoice.
	/	0 0	0

Home	Navigation 🔻 🔸					
Home	Nominations			No.		
	Flowing Gas					
	Invoicing 🕨	Invoice				
	Contracts >					
	Discounts •	TIMELY	ID-2	EVENING	POST	Pipeline Conditions
	Customer Information	9/13	9/12	9/13	9/11	Posting Date: 08/20/2012 10:47
	Retro Request Lists	D CLOSED	OSED OPEN PEN CLOSED	OPEN	CLOSED	Park, Loan Payback and ISS - Service Available begin
	Downloads •	D OPEN		CLOSED	CLOSED	Loan; Take away of Parked gas - Service Available be
Mont	Other 🕨					Excess WSS Injections - Not Available beginning 04/2
	Informational Postings					Excess GSS Injections - Not Available beginning 02/15
Allocat	Site Map	2				Excess WSS Withdrawals - Available beginning 02/13 Excess WSS Withdrawals - Available beginning 12/20
Allocat	tions for July are Final	I				Due-to-shipper or OBA party transactions: Available to
Imbala	nce data is available through 09/11/2012					Due-from-shipper or OBA party transactions: Availab
Imbala	nce data for July is Final					WSS/GSS/OBA: For more information, please ca
Prior G	as Dav Changes for SEP.2012 available	through 10/02/2012				Auto Pool Balancing - 1% beginning with the Timely no

 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.

Home	Navigation 👻	+						N	leasurement	Tools 🔻	Reports	Print	Logoff
Invoice													
Invoicing?	Invoice											ACTIO	INS MENU 👻
Filters												CO	LLAPSE A
		* Accounting Period: Billable Party Prop/Name: Service Requester Prop/Name: Invoice Packet ID: Contract/Admin Account ID:	Aug 2012 ABC Company / 990002 ABC Company / 990002 All	•	•				Invoice Cycl	le Type: Com	modity 👻]	
							Prelin	minary Aug	gust Comn	nodity Invo	oices are	now av	vailable
Any com Retrie	bination of Accou	nting Period and another filter are re ar	quired.										

- 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).

Home N	Javigation 👻	+					Measurement	Tools 🔻	Reports	Print	Logoff		
Invoice													
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Filters										COLL	APSE A		
		* Ac	counting Period: Aug	2012 👻									
		Billable Pa	arty Prop/Name: ABC	Company / 990002	•		Invoice Cycle	Type: Com	modity 👻				
		Service Reques	ster Prop/Name: ABC	Company / 990002	-		Transmission M	ethod: Non	e Selected 👻				
	Invoice Packet ID: Invoice Packet Status: None Selected 🗸												
	Contract/Admin Account ID: All												
						Prelimin	ary August Comm	odity Invo	oices are r	now ava	ilable		
Any combin	nation of Acco	ounting Period and an	other filter are require	d.									
Retrieve	Cl	ear											
Download	d 📄 Sele	et All				Search su	ccessfully completed. Reco	ords found: 1					
					Billable Party 🍦	Service Requester 🍦	Bill Party Contact Name	e/ 🌲					
Status	s _		Туре	Method	Bill Pty Prop 🍦	Svc Req Prop 🍦	Email 🌲		Name		я 1		
Pending		126571	Commodity	ONLINE	Create Invoice Data File	ABC Company	ABC Company	Mabl	e King				
					View Invoice Packet	990002	990002	com					
					View/Print Packet Reports								

• 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	Wil Imbalance	lliams Gas Pipeline - Transco Statement - Interconnect (in Dekathe	rms)	1
Billable Party (Prop)/(Duns): Service Requester (Prop)/(Duns): Contract is in period of mutual assist. OBA Imbalance - Measured dty - Allocated Q Percentage Of Imbalance(1) = OBA Imbalance	990002 ABC Producer 990002 ABC Producer ty :/Allocated Quantity	Accounting Period: Invoice Identifier:	MAR, 2010 7061	

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		In	nbalance Res	olutio	Williams	Gas Pipel Statement - N	ine - Transco lot Subject Cash	out (in Dekatł	nerms)		
					1	lot Subject to	o Cashout				
Invoice Identifie Billable Party (P Service:	r: 7061 rop)/(Duns): 9900/ GD A'	02 ABC Pro	ducer ANSCO ZN 3 (STA (65)		Accou Contra Servic Contac	nting Period: ict No: e Requester (Prop)/(Du :t Name/Phone:	MAR, 20 300000 ns): 990002 SysTes	10 2 ABC Producer stNotification@W	illiams.com	
Statement Basis: Actual					Contac	ct E-mail:	SysTes				
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
NOT SUBJECT	TO CASHOUT										
3000002	ZONE3(STA65)	1/3	9000002	R	Y	879,739	(897,853)		0		
		Total for	Receipt			879,739					
	Total for OIA/ Zone	e:				879,739	(897,853)	0	0	10,408	(7,706)
	Total for month					879,739	(897,853)	0	0	10,408	
	Ending Im	balance Qua	antity								(7,706)

Please contact your Commercial Services Representative with any OBA questions.