Training Module

Pre-Determined Allocations (PDA)
Swing Service Delivery Points (SSDP)

This module is designed to give you a high level understanding of the rules and terms surrounding Pre-Determined Allocations (PDA) Swing Service Delivery Points.
# Table of Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Important Information – Please Read</td>
<td>3</td>
</tr>
<tr>
<td>Pre-Determined Allocations (PDA)</td>
<td>4</td>
</tr>
<tr>
<td>PDAs for Swing Service Delivery Point (SSDP) Locations</td>
<td>4</td>
</tr>
<tr>
<td>Types of Limit Values:</td>
<td>4</td>
</tr>
<tr>
<td>High and Low Burn</td>
<td>5</td>
</tr>
<tr>
<td>Transaction Type 22 No-Notice</td>
<td>5</td>
</tr>
<tr>
<td>Setting PDAs at Swing Service Delivery Points</td>
<td>6</td>
</tr>
<tr>
<td>PDA Levels</td>
<td>6</td>
</tr>
<tr>
<td>PDA Information</td>
<td>7</td>
</tr>
<tr>
<td>Filter for PDA</td>
<td>9</td>
</tr>
<tr>
<td>Adding Additional PDA Rows</td>
<td>10</td>
</tr>
<tr>
<td>View PDA History – Additional Features</td>
<td>11</td>
</tr>
<tr>
<td>Linked Transactions on the PDA page</td>
<td>11</td>
</tr>
<tr>
<td>Prior Gas Day PDA</td>
<td>12</td>
</tr>
<tr>
<td>Transaction Type 22 No-Notice Retro PDA</td>
<td>13</td>
</tr>
<tr>
<td>Reports</td>
<td>13</td>
</tr>
<tr>
<td>Allocation Audit LDC/ Power Generation Report</td>
<td>14</td>
</tr>
<tr>
<td>Daily Location Allocation</td>
<td>14</td>
</tr>
<tr>
<td>Segment Audit Report</td>
<td>14</td>
</tr>
<tr>
<td>More Allocation Reports</td>
<td>14</td>
</tr>
<tr>
<td>PDA Tips</td>
<td>15</td>
</tr>
</tbody>
</table>
Important Information – Please Read

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Pre-Determined Allocations (PDA)

This packet is designed to give the user a high-level understanding of the rules and terms surrounding Pre-Determined Allocations (PDAs) for Swing Service Delivery Points (SSDP).

Pre-determined allocations are a tool by which location operators can set a fixed distribution plan for the gas that is measured at a Location. These instructions provided by the operator, are a pre-determined methodology to be used in allocating measured quantities based on the selected method and limit values.

**PDAs are used to allocate quantities at locations that do not have an Operational Balancing Agreement (OBA).** Receipt/Delivery Interconnect Location Operators where an OBA is required by FERC Regulation cannot set PDA methods and are encouraged to enter into an Operational Balancing Agreement (OBA). If no OBA agreement is executed, volumes are allocated on a pro-rata basis.

There are three types of points that use PDAs: Production Facilities, Pipeline Interconnects where an OBA is not required by FERC Regulation and SSDP Locations. The location type (i.e. Production Facility, Pipeline Interconnects where an OBA is not required by FERC Regulation or SSDP) will determine how the page is displayed and the PDA Method options available.

PDAs for Swing Service Delivery Point (SSDP) Locations

SSDP type locations include, but are not limited to: local distribution companies, municipalities, industrial customers, or power generation plants.

Swing Service Delivery Point (SSDP) location types use the PDA method of Rank using limit values. This option allows operators to specify the allocation rank and provide limit values for allocating gas for a high or low burn day.

**Types of Limit Values:**

- High Burn Limit Value (HBLV)
  - A high burn transaction which requires a NAESB Transaction Type 22 (No-Notice)
    - Shippers will designate a contract for any high burn swing at a swing service delivery point. *(see Transaction Type 22 No-Notice section)*
    - A rank and limit value must be submitted by the operator (Rank 1 to 999, with the lowest number taking the swing first)
• 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)

**Note:** At these locations, the Ranks function in a manner opposite those at a Production Facility location.

**High and Low Burn**

For a **High burn PDA** (where measured quantities are in excess of scheduled quantities), the High burn Scheduled Limit Value represents the upper limit of “swing” volumes that may be added to the contract where the PDA is being conducted.

**Note:** If the sum of the nominated quantities and Limit Values exceed the applicable contract’s MDQ, the scheduling engine will reduce the Limit Values so that the sum equals the MDQ.

For a **Low burn PDA** (where scheduled quantities are in excess of the measured quantities), the Low burn Scheduled Limit Value represents the lower limit of “swing” volumes that may be subtracted on the contract where the PDA is being conducted. The scheduling engine will not process a low burn PDA on a “zero nom”. There must be a scheduled delivery volume for a low burn PDA to process.

**Note:** The low burn PDA limit value the operator enters will only cut up to the scheduled delivery volume and will not go negative.

When submitting a low burn PDA, the operator should verify if the limit value submitted has a scheduled volume by selecting the filter **Only Rows with Nonzero PDAs**.

**Transaction Type 22 No-Notice**

A shipper will create/submit the Transaction Type 22 No-Notice in the nominations page.
The shipper will input the following information:

- **Service Requester Contract** – the designated FT or IT contract taking the high burn swing
- **Delivery Rank** – the ability for the shipper to rank multiple transactions on the same contract to allocate the swing when there is a constraint
- **Delivery Location** – the swing service delivery location that the shipper has given permission for the operator to swing the high burns
- **Package ID** – an optional field to be used by shipper

Once the nomination is submitted, Transaction Type 22 No-Notice Service will display on the PDA page where the location operator can then set the rank and limit value.

**Setting PDAs at Swing Service Delivery Points**

**PDA Levels**

There are three levels at which an operator may set PDAs.

1. **Contract**– scheduled quantities aggregated by Svc Req Contract
2. **Nomination** – scheduled quantities aggregated by Package ID, Upstream/Downstream ID, Upstream/Downstream contract, and Svc Req Contract

3. **Transaction (recommended)** – scheduled quantities with no aggregation

**PDA Information**

PDAs may be set up from the PDA page of 1Line.

1. Select the below path:
   a. **Navigation**> **Flowing Gas**> **PDA**> **PDA**

2. *Beg Date: and *Cycle defaults to the most current open day and cycle.
3. Select *Loc Prop/Name: if the location has already been PDA’ed with a date range the last *PDA Level: will be populated. If not, then the *PDA Level: must be selected.

![Image of PDA SSDP training module]

4. The Allocation Method defaults to Ranked because this is the only valid PDA Method for a SSDP location.
5. Ending Flow Date defaults to 12/31/2999 but can be set to a specific date or date range. (Retro PDAs cannot be date ranged and must be entered one day at a time.)
6. Comment for PDA may also be entered.
7. Select Collapse to create more working space and Expand to bring back filters.
The PDA page will group the transactions into three sections but it will also provide different display options for more flexibility when using the download feature.

- High Burns (TT22 No-Notice and Linked transactions)
- Low Burns (TT01 and Linked transactions)
- Bundled Storage (TT06 & TT07)

Example of the three sections:

Filter for PDA
Filter for PDA will be displayed automatically if the default *Loc Prop/Name: has been PDA’ed for that day. If Pkg ID: Contract ID: Shipper ID: etc. is known you may enter any of these filters before selecting Retrieve. This will bring back specific transactions based on the filters used. Once Retrieve is selected the filters will appear with dropdown boxes. If a filter is used from the dropdown box, the records will automatically update without selecting Retrieve.

1. PDA Section Options allows the operator to view and/or download the page with the below viewing options:
   a. All
   b. High Burn Only – (TT22 and Linked Transactions)
   c. Low Burn Only - (TT01 and Linked Transactions)
   d. Bundled Storage – (TT06 and TT07)
   e. High Burn and Bundled Storage – (TT22, Linked Transactions and TT06, TT07)
   f. Low Burn and Bundled Storage – (TT01, Linked Transactions and TT06, TT07)
   g. Quick View – (All combined)

2. Only Rows with Nonzero PDAs
   a. This view will show PDAs that have a non-zero Limit Value that could be equaled and not equaled to the Scheduled Limit Value. When setting a low burn PDA, this view lets you know immediately which nomination has a scheduled volume to PDA.

Adding Additional PDA Rows
Operators can enter up to five High and five Low rank and limit value PDAs by adding additional rows:

1. Right Click or go to upper right hand corner to the Actions Menu>Add PDA List (LDC Only)
Once rows are added, fill in the Alloc Rank Lvl and Limit Value

A message “Allocation Method was successfully saved” will appear.

**View PDA History – Additional Features**

Operators can view the PDA history for a transaction. This feature works similar to the “View Nomination History” in the nominations area.

Once selected, an operator or agent can view, based on the PDA level used, some or all of the following headers: Last Level PDAed, Rank Level, Limit Value, Last Change User ID and Last Change Date.

**Linked Transactions on the PDA page**

Linked transactions on the PDA page will be displayed by an asterisk (*) under the Linked column. For low burn limit values (LBLV), the Scheduled Limit Value column will display on the left the up to the validated maximum daily injection quantity (MDIQ) and any difference between the MDIQ and requested Limit Value will display as an imbalance to the right. For high burn limit values (HBLV), the Scheduled Limit Value column will display up to the validated maximum daily withdrawal quantity (MDWQ). Any difference between the MDWQ and requested Limit Value will need to be submitted on a TT 22.
Prior Gas Day PDA

Prior Gas Day PDA ("Retro" PDA), is a process where PDAs are resubmitted after the gas day has ended (Post cycle deadlines have passed). A retro must be submitted before midnight on the later of the first Business Day or the second calendar day of the following month. Retro PDAs must be scheduled before closing by the 5th day of the next month. Any retro change 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 be processed as a prior period adjustment.

Note: Retros are subject to the “all parties agree” and the “operationally feasible” provisions as specified in Transco’s FERC Gas Tariff General Terms and Conditions, Sections 18 and 28.1.

Retro PDAs can only be submitted one day at a time.

To create a Retro PDA:

1. Select one of the following paths:
   a. Navigation>Flowing Gas>PDA>PDA

2. *Beg Date: and *Cycle defaults to the most current open day and cycle. Enter the PDA retro day. Retro PDAs can only be entered one day at a time.
3. Select *Loc Prop/Name*: if the location has already been PDA’ed with a date range the last *PDA Level* will be populated. If not, then the *PDA Level* must be selected.

4. Change the Alloc Rank Lvl and or Limit Value to the revised PDA.

5. Right Click or go to the upper right hand corner of the Actions Menu>Submit PDA(s).

The **PDA Retro Request ID** should be populated in a text box on the left side of the screen.

Once scheduled the **PDA Retro Request Status** will show Final and the **PDA Retro Request ID** will disappear.

### Transaction Type 22 No-Notice Retro PDA

Shippers submitting a retro Transaction Type 22 No-Notice Service will be auto approved 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. The operator will then be able to submit the rank and limit value creating a retro request ID (RRID). This will create a reallocation stop for those impacted by the retro changes.

Example of TT22 HBLV Retro on the PDA page:

Clicking on the hyperlink will take you to the retro list page.

### Reports

There are several reports that show PDAs and allocated quantities for specified Locations. The following reports are just a handful of reports that you can view. A
A complete list of Reports can be viewed through the Reports tab or the Reports Cross Reference (Info Postings Page > Resources > Cross References > Reports Cross Reference).

**Allocation Audit LDC/ Power Generation Report**

This report allows the user to view whether a location is in a High or Low burn situation. This report is helpful in showing which contract/s took the Swing. This report also shows the amount allocated, measured and scheduled.

**Daily Location Allocation**

This report shows what was scheduled and allocated at a Location by day. It also shows the difference between the two.

**Segment Audit Report**

This report is used to see how a firm contract’s capacity is being utilized (and how much is still available) in specific pipeline segments. This report is a good tool to monitor your contracts so that the MDQs are not exceeded. It also shows Primary and Secondary Capacity, and the Segment Mile Posts that are applicable to the contract.

**More Allocation Reports**

<table>
<thead>
<tr>
<th>Functional Area</th>
<th>Report Number</th>
<th>Report Name</th>
<th>Report Description</th>
<th>Role Required to Access Report</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allocations</td>
<td>1226</td>
<td>Allocation Audit LDC/Power Generation (Transco) Report</td>
<td>Scheduled and Allocated quantities, Ranks, and Limit Values at a citygate location for a specific flow date</td>
<td>Allocation View</td>
</tr>
<tr>
<td>Allocations</td>
<td>1228</td>
<td>Allocation Downloadable - Data Format</td>
<td>Data format for the Daily Location Allocation Report</td>
<td>Allocation View</td>
</tr>
<tr>
<td>Allocations</td>
<td>1207</td>
<td>Daily Location Allocation</td>
<td>Scheduled and Allocated quantities by transaction for a location</td>
<td>Allocation View</td>
</tr>
<tr>
<td>Allocations</td>
<td>1221</td>
<td>Detail Flash Gas Proration Grouped By Location, Producer and Contract</td>
<td>Allocated quantity and flash gas proration detail at nomination level grouped by location, producer and contract</td>
<td>Nominations View</td>
</tr>
<tr>
<td>Allocations</td>
<td>1222</td>
<td>Detail Flash Gas Proration Grouped By Producer</td>
<td>Allocated quantity and flash gas proration detail at nomination level, by producers</td>
<td>Nominations View</td>
</tr>
<tr>
<td>Allocations</td>
<td>1241</td>
<td>LDC Quick View PDA</td>
<td>Shipper Ranks, Nominated quantities, PDAs and Limit Values, by Contract</td>
<td>Allocation PDA Update</td>
</tr>
<tr>
<td>Allocations</td>
<td>1200</td>
<td>LDC/Power Generation (Transco) PDA Methodology for Shippers/Agents</td>
<td>Nominated and Scheduled transactions and associated PDAs and Limit Values for a LDC/Power Generator</td>
<td>Nominations View</td>
</tr>
<tr>
<td>Allocations</td>
<td>1234</td>
<td>Linked Transactions Report</td>
<td>Noms which have been related (linked) to each other</td>
<td>Nominations View</td>
</tr>
</tbody>
</table>
### Allocations

<table>
<thead>
<tr>
<th>Functional Area</th>
<th>Report Number</th>
<th>Report Name</th>
<th>Report Description</th>
<th>Role Required to Access Report</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allocations</td>
<td>1227</td>
<td>Pool Party Report</td>
<td>Month-to-date (MTD) pooling transactions on a pooling party's pooling contracts for a given production and accounting month. For each transaction, the report lists daily nominated, scheduled and allocated quantity.</td>
<td>Nominations View</td>
</tr>
<tr>
<td>Allocations</td>
<td>1233</td>
<td>Pool Summary Report</td>
<td>Summarized information of pool activity for a customer including the total activity for a contract at each pool at the close of each gas flow day.</td>
<td>Nominations View</td>
</tr>
<tr>
<td>Allocations</td>
<td>1238</td>
<td>Pre-determined Allocation Methodology Aggregated LDC/Power Generation (Transco) Report for Operators/Agent(s)</td>
<td>PDA information for specified cycle for a LDC or Power Generator Operator/Agent at a Location.</td>
<td>Allocation View</td>
</tr>
<tr>
<td>Allocations</td>
<td>1240</td>
<td>Pre-determined Allocation Methodology Aggregated Non-LDC Report for Operators/Agent(s)</td>
<td>PDA information for specified cycle for an Operator/Agent at a Location.</td>
<td>Allocation View</td>
</tr>
<tr>
<td>Allocations</td>
<td>1214</td>
<td>Pre-determined Allocation Methodology LDC/Power Generation (Transco) Report for Operators/Agent(s)</td>
<td>Nominated and Scheduled transactions and associated PDAs and Limit Values at LDC locations.</td>
<td>Allocation View</td>
</tr>
<tr>
<td>Allocations</td>
<td>1215</td>
<td>Pre-determined Allocation Non-LDC Report for Operators/Agents</td>
<td>Nominated and Scheduled transactions and associated PDAs at Non-LDC locations.</td>
<td>Allocation View</td>
</tr>
<tr>
<td>Allocations</td>
<td>1229</td>
<td>Producer Allocation by Plant</td>
<td>Producer’s Allocated quantities by Plant.</td>
<td>Allocation View</td>
</tr>
<tr>
<td>Allocations</td>
<td>1230</td>
<td>Producer Allocation by Plant Monthly Summary</td>
<td>Summary of Producer’s Allocated quantities by Plant.</td>
<td>Allocation View</td>
</tr>
<tr>
<td>Allocations</td>
<td>1224</td>
<td>Retrograde Flash Gas Allocation</td>
<td>Retrograde Flash Gas at Producer level.</td>
<td>Nominations View</td>
</tr>
<tr>
<td>Allocations</td>
<td>1218</td>
<td>Scheduled and Allocated Volumes at Each Receipt Location by Producer at a Processing Plant</td>
<td>Month-to-date Scheduled and Allocated volumes for each receipt location by producers at a processing plant that does not have an OBA with the pipeline.</td>
<td>Allocation View</td>
</tr>
<tr>
<td>Allocations</td>
<td>1223</td>
<td>Summary Flash Gas Proration</td>
<td>Allocated quantity and Flash Gas proration at producer level, by receipt location.</td>
<td>Nominations View</td>
</tr>
</tbody>
</table>

### PDA Tips

- PDAs can be changed from one gas day to the next.
- Last PDA submitted will be used by Transco to allocate.
- The PDA page will provide detailed or aggregated information, if applicable, and will be available for all PDA levels.
- PDAs can be provided at any of the available levels.
- All changes to PDAs are due by 10:30 a.m. CCT on the day after gas flow.
- Allocations are used for cash out, balancing, & billing purposes.
- As a practice, PDAs should be monitored daily to achieve desired results.

For assistance with PDAs please contact your Transportation Services Representative.