

This packet is designed to give an overview of the rules and terms surrounding the confirmation process.

# Gulfstream

# Confirmations

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## Important Information – Please Read First

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

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# Confirmations

# Introduction

This packet is designed to give you an overview of the rules and terms surrounding the confirmation process. Confirmations represent the operator's approval of the submitted nominations across locations with regard to parties, contracts and volumes. Confirmation is the process by which operators confirm nominated volumes of gas at a given location. The locations can be any allocatable point along the pipeline such as wellheads, interconnects, or city gates. Gulfstream's confirmation cycles include 5 NAESB standard cycles which are Timely, Evening, Intraday 1 (confirmed during the 12:00 pm Flow Cycle), Intraday 2 (confirmed during the 5:00 pm Flow Cycle) and Intraday 3 (confirmed during the 9:00 pm Flow Cycle). There are different levels at which an operator may confirm, including the Contract, Up/Down Contract, Nomination, and Transaction levels.

# Confirmations Cycles/Scheduling Runs

Gulfstream's Confirmation cycles are driven by the 1Line scheduling engine. The times below show when each cycle first begins to schedule volumes on Gulfstream's system to when the system processes the final scheduled volumes for the cycle. Scheduled volumes are updated in each run after checks against constraint points, contracts, and confirmations are performed.

	Timely	Evening	Intraday 1 (12:00 pm Cycle)	Intraday 2 (5:00 pm Cycle)	Intraday 3 (9:00 pm Cycle)
Pre	Thiciy	Lvening	cycicj	Cycley	Cycley
Confirmation	1:45pm	6:45 pm	11:15 am	4:15 pm	8:15 pm
Final	4:30 pm	8:30 pm	11:45 pm	4:45 pm	8:45 pm
*Gas Flow	9:00 am next day	9:00 am next day	12:00 pm same day	5:00 pm same day	9:00 pm same day

For Gulfstream, there are 5 Confirmation cycles: Timely, Evening, Intraday 1 (12:00 pm Flow), Intraday 2 (5:00 pm Flow) and ID 3 (9:00 pm Flow). The 5 cycles are standardized across pipelines by NAESB (North American Energy Standards Board). Actual gas flow for Timely/Evening begins at 9:00am the next day, for ID1 at 12:00pm the same day, for ID2 at 5:00pm the same day and for ID3 at 9:00pm the same day.

Transporter accepts nominations twenty-four (24) hours a day. Any nomination submitted at a time that varies from the standard nomination timelines set forth in Section 4.1(a) of the Gulfstream Tariff will be processed provided (i) such nomination is confirmed with upstream and downstream point operators and (ii) it is feasible for Transporter to implement such nomination.

#### Choosing Confirmation Levels

Choosing the correct **Confirmation Level** is critical in the confirmation process. Below are explanations of each level.

- Location Level All transactions are rolled into a single line item for that Location (View Only)
- **Contract Level** At this level, transactions roll up to each service requester contract.
- **Up/Down Contract Level** Aggregation is dependent on whether the location is a wellhead, LDC, or interconnect. (Most commonly used by operators on Gulfstream)
  - > **<u>Citygate Allocation-</u>** aggregated by upstream/downstream party and shipper
  - Interconnect- aggregated by contract, upstream/downstream party, and upstream/downstream contract
- **Nomination Level** At this level nominations aggregate according to contract, upstream/downstream party, upstream/downstream contract, shipper, package ID.
- Transaction Level This is the lowest level to view transactions. There is no
  aggregation at all and each individual nomination is displayed according to their nom
  request ID.

#### To choose your level of confirmation:



1. Navigation > Nominations > Confirmation > Confirmation

2. Once in the Confirmation screen, the filters **Begin Date, Cycle, Location ID, and Confirming Level** must be chosen. Then select the **Retrieve** button.

TSP/Prep/Name/ID; Gulfstream - 017738746   XYZ LDC Company	Training	XYZ Contact (20)   Line System Time 11:51 AM CDT
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### Location Level

At the **Location Level**, all transactions are rolled into a single line item for that location.

*Note: Operator may only view, not confirm, at the Location Level.* 

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### **Contract Level**

At the Contract Level, transactions roll up to each Service Requester Contract.

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### **Up/Down Contract Level**

The Up/Down Contract level is the most commonly-used level by Operators on Gulfstream to confirm. Aggregation is dependent on whether the Location is a citygate or interconnect.

- > **<u>Citygate Allocation-</u>** aggregated by upstream/downstream party and shipper
- Interconnect- aggregated by contract, upstream/downstream party, and upstream/downstream contract

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### **Nomination Level**

At this level nominations aggregate by contract, upstream/downstream party, upstream/downstream contract, shipper and package ID.

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### **Transaction Level**

This is the lowest (most detailed) level to view transactions. There is no aggregation and each individual nomination is displayed.

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# **Description of Confirmation Page**

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A brief description of each column heading (starting at the left) is given below for the records displayed. Descriptions are divided by the section headings circled on the page above (Nomination Confirmation Information, Quantities for Selected Cycle, and Last Confirmed at This Level).

#### **Nomination Confirmation Information**

- Nom Beg Date Starting date of the nomination
- Nom End Date Ending date of the nomination
- **K Flo** the direction the gas is flowing on that particular nomination at this specific location (D delivery by Gulfstream; R receipt by Gulfstream).
- **Up/Dn/ID/Name** the party supplying quantities to the service requester/the party receiving quantities from the service requester.
- **Up/Dn K** the contract of the party supplying quantities to the service requester/ the contract of the party receiving gas from the service requester.
- **Svc Req (Prop)** the Gulfstream Business Associate ID for the nominating shipper.
- **DUNS** the identifying number for the nominating shipper. A company's DUNS number is the same on any pipeline across the country.

- Svc Req Name the name of the nominating shipper.
- **Svc Req K** shipper's transportation contract for moving the gas on Gulfstream's system.
- **Pkg ID** used by the service requester to uniquely identify and reference their nominations
- **Shipper Rank-** identifies the shipper-provided rank for the nomination.

### **Quantities for Selected Cycle**

- **Previous Sched** shows what was scheduled during the previous cycle [for Evening, ID1 (12:00 pm Flow), ID2 cycles (5:00 pm Flow) and ID3 cycles (9:00 PM Flow)]. For the Timely cycle, this column represents what was scheduled during the Timely cycle of the previous gas day.
- **Nom** the nominated volume of gas.
- **Sched** the current scheduled volume for each nomination. This volume cannot exceed the nominated volume. The Sched column is not populated until Gulfstream has completed the Pre-confirmation run for the nomination cycle.
- **Confirmed** this column represents the volume that the operator/confirming party agrees should be scheduled for that nomination. Almost any number may be entered in this field, but entering a number that is higher than the nominated volume will not result in the scheduled volume being raised above the nominated volume. If a confirming party enters a number that is lower than the nominated quantity in the confirmation column, then the scheduling engine will lower the scheduled column to match it on the final confirmation. On the other hand, if the scheduled column is less than the nomination column and the nomination is confirmed at its full volume, the scheduled volume due to other activity or conditions on the pipe (such as operator cuts upstream/downstream, or corridor constraints).
- Reduction Reason these are the cut codes that describe why an operator confirmed a volume below what was nominated. For more detail see <u>Description</u> <u>of Cut Codes</u> in this document.
- **Subsequent Cycl**e this is a Y/N toggle indicator. "Y" means the confirming party wishes an explicit confirmation (one that is performed manually rather than automatically by 1Line) to "roll" over into the next cycle. "N" means the confirming party does not wish the confirmed volume to carry over into the next cycle.
- Changed (Y/N) this column tells you if there has been any change to the nominated, scheduled, or confirmed volumes from the previous cycle. (or in the case of the Timely cycle, from the previous gas day's Timely)

### Last Confirmed at This Level

• **Date/Time** – if a confirming party has made an explicit confirmation for that cycle (or set the Subsequent Cycle Indicator to roll the confirmation from a previous cycle) this column will reflect the date and time that confirmation was made.

• **Name** – this column will show the User ID of the party that made the explicit confirmation.

#### Affected Location

• **ID** - Identifies the receipt or delivery location ID impacted by the nomination.

### **Functional features on the Confirmation Page**

- **Paging** Allows the user to view records in pages
- **Error Messaging** Any missing or incorrect filters will display an error message where the error occurs
- **Quick Action Menu** By right clicking the mouse, a drop down action menu will appear where the right click occurs
- **Selecting Rows** Single and multiple data row selections are triggered by clicking the row(s) which will highlight in orange
- **Download Data** Download all or selected data from the page into a .CSV file

## Auto Confirmation Settings

### Auto Confirm On

Operators have the option of setting an Auto Confirm indicator to "On" in order to allow 1Line to automatically confirm volumes that are nominated during each cycle. Scheduled and confirmed volumes are populated once the window is open for confirmations. The confirmations will continue to roll into the next cycle until the completion of the gas day unless the Operator enters an explicit confirmation quantity.

*Note: An operator has the ability to explicitly/manually confirm any transaction even if Auto Confirm is ON. Contact your Transportation Services Representative to turn Auto Conform ON or OFF.* 

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## Auto Confirm OFF

When Auto Confirm is OFF, the Location will not be confirmed if no confirmation action is taken. There will be no confirmed volumes unless operator explicitly inputs confirmed volumes into the confirmation cells. Date/Time stamps, along with the Operator's user ID for each nomination, will be generated if explicit confirmations are submitted.

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# Rolling Confirmations/Subsequent Cycle Indicator

The **Subsequent Cycle Indicator** may be set to control whether or not confirmation quantities "roll" throughout the cycles within a day. In general, the Subsequent Cycle Indicator is set to "Y" so that submitted confirmations roll from one cycle to the next cycle within the gas day. For example, a volume that was confirmed in one Cycle (i.e. Timely) will also be rolled over and confirmed in the next cycle (i.e. Evening). The confirmation will continue to roll until the Operator explicitly changes the confirmation (and then the new quantity will roll) or until the completion of the gas day.

If the Subsequent Cycle indicator is set to N'' then the quantity confirmed for that Cycle *will not roll* into the next Cycle. The next Cycle's quantity will revert back to the scheduled volume from the previous cycle.

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Ex: The operator wants to confirm a quantity of 2250 for the nomination displayed in the last row. If the operator chooses Subsequent cycle "Y" the confirmed volume of 2250 will roll into the remaining cycles of the gas day. If the operator chooses Subsequent cycle "N" the confirmed volume will only be confirmed within that cycle and will return to its original scheduled volumes for the remaining cycles of the gas day.

Other variables that determine whether or not a confirmation quantity rolls to the next cycle(s) are the Auto Confirm setting and whether or not an Operator has manually/explicitly confirmed a quantity during the day. The table below shows the expected results due to the possible combinations of the Auto Confirm and Subsequent Cycle settings along with Explicit/Manual confirmations.

#### **Results of Setting Auto Confirm and Subsequent Cycle Indicators**

	Explicit	Subsequent	
Auto	Confirmation	Cycle	Results
On	Yes	Yes	Submitted Confirmation WILL Copy to next cycle
On	Yes	No	Submitted Confirmation WILL NOT Copy to next cycle
On	No	Yes	Auto Confirmation will be used in next cycle
On	No	No	Auto Confirmation will be used in next cycle
Off	Yes	Yes	Submitted Confirmation WILL Copy to next cycle
Off	Yes	No	Submitted Confirmation WILL NOT Copy to next cycle
Off	No	Yes	No scheduled confirmation
Off	No	No	No scheduled confirmation

# Explicit/Manual Confirmation

To confirm a Location explicitly (rather than using Auto Confirm):

- 1. Select the **Confirmation Level**.
- 2. Input the desired confirmation volumes in the **Confirmed** cells for each transaction.
  - If volumes confirmed are less than what was previously scheduled for that day, Elapsed Pro Rata Scheduled Quantities (EPSQ) rules may apply. See below.
- 3. If volumes are reduced, then under the **Reduction Reason** column, choose the appropriate reduction reason code (See Reduction Reason Codes table below) for confirming a lower volume.
  - Reduction reason code is left blank if increasing a volume.
- 4. Use the **Subsequent Cycle** indicator to choose whether to roll the confirmation into the next cycle (Y), or to only confirm the volume within the current cycle (N).
- 5. Select the **transaction row** (will highlight in yellow when row is selected) of each transaction to be submitted for confirmation.

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6. Go to Actions Menu > Submit Confirmation

• Once confirmations have been submitted, for each transaction row item, a Date/Time stamp will be generated displaying when the confirmation was initiated along with the Operator's User ID

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### **Tips for Confirmations**

- Operator may not input a confirmation quantity that is greater than the original nominated quantity.
- A confirming party may **decrease** a **confirmation quantity at any time during the confirmation window** and the scheduling engine will reduce the scheduled volume to match the confirmed volume.
- If Subsequent Cycle indicator is set to yes, and the confirming party wishes to increase a previously reduced scheduled quantity, **the confirming party must contact their Transportation Services Representative** and request that they run an Intermediate Scheduling run to increase the scheduled volume. Volumes will not automatically increase during the Final run; however, they will decrease without an Intermediate run.
- Decreases in confirmation quantities for ID1, ID2 or ID3 cycles are subject to Elapsed-prorata-scheduled quantity (EPSQ) limitations. Any nomination or confirmation decreases submitted in the ID1, ID2 and ID3 cycles will be subject to the following rules:

- For **Timely and Evening cycles**, a scheduled volume can be confirmed down to zero with no issues of EPSQ.
- For the ID1 cycle (12:00 pm Flow), a previously scheduled nomination may only be reduced by 19/24 of its scheduled volume.
- For the ID2 cycle (5:00 pm Flow), a previously scheduled nomination may only be reduced by 15/24 of its scheduled volume.
- For the ID3 cycle (9:00 pm Flow), a previously scheduled nomination may only be reduced by 11/24 of its scheduled volume.

# Explicit/Manual Confirmation: Confirmation Reduction Steps

- 1. Select the **Confirmation Level**.
- 2. Input the desired confirmation volumes in the **Confirmed** cells for each transaction.
  - If volumes confirmed are less than what was previously scheduled for that day, Elapsed Pro Rata Scheduled Quantities (EPSQ) rules may apply. See below.
- 3. If volumes are reduced, then under the **Reduction Reason** column, choose the appropriate reduction reason code (See Reduction Reason Codes table below) for confirming a lower volume.
  - Reduction reason code is left blank if increasing a volume.
- 4. Use the **Subsequent Cycle** indicator to choose whether to roll the confirmation into the next cycle (Y), or to only confirm the volume within the current cycle (N).
- 5. Select the **transaction row** (will highlight in yellow when row is clicked on) of each transaction to be submitted for confirmation.
- 6. Go to Actions Menu > Submit Confirmation

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# **Reduction Reason Codes**

Code Value Description	Code Value Definition	Code Value
Confirming party reduction at	Confirming party has reduced the	PRR
receipt location	confirmation at the receipt location	
Confirming Party reduction at	Confirming party has reduced the	PRD
delivery location	confirmation at the delivery location	
No corresponding nomination at	No corresponding delivery nomination	013
receipt location	upstream of the location that matches the	
	information given	
No corresponding nomination at	No corresponding delivery nomination	014
delivery location	downstream of the location that matches	
	the information given	
Gas Quality Specification not met	The gas quality specification did not	GQS
	conform to Gulfstream's specification	

Please contact your Transportation Services Rep with any questions on the Confirmation process.