Order of Approach as of March 4, 2020

1. ~~Review revised Order of Approach (this document) combined with Parking Lot document from previous meeting and agree on process.~~
2. ~~Remember that these datasets will not conform to ALL of the methods and look and feel of the non-contract-related datasets in more than one way. We are using an approach that we have determined works best for these datasets.~~
3. ~~Remember that we are trying to not re-discuss the same decision multiple times (sorry for item 4, below), and we are not trying to be 199% perfect, just 99% good.~~
4. ~~Determine whether Required Response is needed for the invoice and why. Sorry – either I missed this discussion, or I have erased it from memory.~~
5. ~~Discuss how to develop scenarios for 6.4.3 and 6.4.4. Sylvia’s recommendation is that we do not need scenarios for these two documents. We can describe how they are used or give multiple examples of the data completed but the ‘scenarios’ approach is interactive and does not work well.~~
6. ~~Complete review of 6.4.3 TIBP using workpaper posted for meeting plus Sylvia’s notes~~.
7. Clean up 6.4.3 items from parking lot:
   1. ~~Change the Receipt Time Stamp to be Non-Initiating Party Receipt Time Stamp in the Invoice. To determine the date due based on when party receives the invoice. How does sender know that it was received.~~
   2. ~~The 6.4.3 Sales and Purchase Invoice (Invoice) may be sent by the Payee as a Preliminary (aka draft) invoice or as a Final invoice. A Preliminary invoice may be sent multiple times until a Final invoice is sent. The Final invoice is the invoice upon which payment should be made. While the Invoice is in Preliminary status, the Payee may send multiple versions of the Invoice and the Payer may dispute the preliminary invoice prior to it being sent as a Final invoice. After the Invoice is Final. . .~~
8. ~~Make corresponding changes to 6.4.4 Dictionary using workpaper posted for meeting plus Sylvia’s notes.~~
9. ~~FIRST PASS of 6.4.4 TIBP using workpaper posted for meeting plus Sylvia’s notes.~~
10. Clean up 6.4.2 items from Parking Lot:
    1. ~~Marcy’s Table~~
    2. ~~Add 6.3.1 Exhibit A terminology back in~~
    3. ~~Parties who elect to use electronic transaction confirmations agree to explicit confirmations. This means that the confirmation is not accepted until a Transaction Confirmation with a status = Accept is received and the confirmation is not binding if the confirmation deadline passes without Acceptance.~~

~~Contract Section 1.3~~

~~If the parties send an electronic (6.4.2 TC Dataset) Transaction Confirmation the receiving party must accept the TC prior to the confirm deadline otherwise the transaction confirmation is null and void.~~

~~(as an extension of the existing sentence “~~~~The failure of the receiving party . . . )~~

* 1. ~~Add some stuff to cover: (if both counterparties follow the practice of initiating the confirmation process then when the counterparty responds to a TC dataset they should include their assigned conf number in the non-initiating party’s Conf number to facilitate matching of the duplicates. Only one of the two initiated confirmation transactions should be accepted. It is up to the internal processes and systems of the two parties to maintain the uniqueness and identification of these duplicate transactions).~~

1. Make corresponding changes to **6.4.1** using Sylvia’s beginning of draft changes (as of today, most recently posted as Workpaper 7 for Jan 21 meeting) including these parking lot items:
   1. ~~Add this to contract:~~

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| ~~H~~ | ~~NAESB WGQ Version Final Action As-Of Date~~  ~~(Version Date)~~ | ~~The code value representing the As-=Of Date for the 6.3.1 Contract.~~ | ~~AN~~ | ~~M~~ | ~~See Code Values Dictionary – NAESB WGQ Version Final Action As-Of Date.~~ |
| ~~H~~ | ~~NAESB WGQ Standard No~~  ~~(Standard)~~ | ~~The NAESB WGQ Standard Number under which this information is transmitted.~~ | ~~AN~~  ~~1/10~~ | ~~M~~ | ~~Value for this document = 6.4.1~~  ~~There is not an equivalent to this in the 6.3.1 Contract Exhibit A.~~ |

* 1. ~~Add this to contract: NAESB versioning – what do we do/how do we capture Final Actions implemented post Version publication – how do we capture this in the dataset/transmission for proper validation. Final Actions are currently as-of dates.~~

|  |  |  |
| --- | --- | --- |
| **~~Code Value Description (Abbreviation)~~** | **~~Code Value Definition~~** | **~~Code Value~~** |
| ~~6.3.1 Contract Revised11/21/2019~~ | ~~WGQ 6.3.1 - NAESB Base Contract for Sale and Purchase of Natural Gas adopted on September 5, 2006 in~~[~~Microsoft Word Version~~](https://www.naesb.org/member_login_check.asp?doc=base090406_112119.doc)~~or in~~[~~PDF Format.~~](https://www.naesb.org/member_login_check.asp?doc=base090406_112119.pdf)**~~(Minor Correction Applied 09/19/2011, Revised by R15003/R15007, 04/04/2016, Revised by R19006, 11/21/2019)~~** | ~~20191121~~ |
|  |  |  |
|  | ~~WGQ 6.3.1 - NAESB Base Contract for Sale and Purchase of Natural Gas adopted on April 19, 2002 in~~[~~Microsoft Word Version.~~](https://www.naesb.org/member_login_check.asp?doc=base041902_rev2016.doc)**~~(Revised by R15003 (Part 2), 08/31/2016)~~** | ~~20160831~~ |
|  | ~~Base Contract for Short-Term Sale and Purchase of Natural Gas adopted on January 7, 2000 in~~[~~Microsoft Word Version~~](https://www.naesb.org/member_login_check.asp?doc=basecontract_gisb_rev2016.doc)~~or in~~[~~PDF Format.~~](https://www.naesb.org/member_login_check.asp?doc=basecontract_gisb_rev2016.pdf)**~~(Revised by R15003 (Part 2), 08/31/2016)~~** | ~~20160831~~ |

1. Review Keith’s workpapers for draft **6.3.1 Contract** changes, posted for 3/3/2020 meeting, including these parking lot items:
   1. Update FAQs for contracts
   2. Add Lisa’s comments about explicit confirmation and binding/non binding rules – see email
   3. Update contract to accommodate electronic transmissions (notification rules, specifically) and broaden language to include future communications.
   4. revisit language of contract in ref to this stmt removed from 6.4.2 and 6.4.3 and 6.4.4.

This TC Dataset is only for use by parties who have rights to use the 6.3.1 Contract. The use rights of the 6.3.1 Contract are extended to include the use of this TC Dataset.

1. STANDARDS updates from parking lot
   1. Update 6.3.z105 per hierarchical csv file.

The Header Group occurs one time in the 6.4.2 Transaction Confirmation. This group includes the Transaction Confirmation Base Data Section, Seller Data Section, Buyer Data Section and Tracking Group Data Section. When exchanged via a NAESB WGQ Standard 6.3.z105, all information in the Header Group may be sent in a single row of information where the first data element in the row is the Record Identifier = H. The first row of the Header Group contains the data element names as described in 6.3.z105, with the first data element value containing “H” to identify the data element names as Header Data elements. One subsequent row will contain the data related to Header Group.

b. look at adding a standard on rounding so that invoices are mathematically correct. Amounts reported as dollar amounts with two decimal places shall be totaled using two decimal places to achieve an accurate Invoice Total Amount.

14. ~~Alphabetize 6.4.3 detail group~~

~~Describe the line number incrementation in the TIBP~~

15 ~~change name of Line Number in 6.4.3~~