



TABLE OF CONTENTS

Introduction 3

Contact Information..... 4

 Nominations and Scheduling Hotline 4

 Contracts and Capacity Release 4

 User ID Requests..... 5

 OBAs 5

 Informational Postings Websites..... 5

 Other TC PLUS User Manuals 5

TC PLUS – Overview 6

 Elapsed Operational Capacity..... 6

 Fuel Rates 7

 Market Center Locations 7

TC PLUS - Navigation 8

SHIPPER / NOMINATION INFORMATION 10

 Nomination & Confirmation Timelines..... 10

 Nomination Dates 10

 Creating a Nomination..... 12

 Market Center Contract Nominations..... 15

 Filtering and Copying Nominations..... 17

 Nomination Detail Summary 18

 Nomination Reconciliation Report 20

 Nomination Reductions 23

 Transporter’s Use % 24

Parking and Lending 25

 Parking and Lending Nominations..... 25

 Park and Loan Report..... 26

Scheduled Quantity Reports for Shippers..... 28

OPERATOR / OBA INFORMATION 29

 Confirmations 29



Scheduled Quantity Operator 33

Month to Date Operator Scheduled Quantity 34

Monthly Quantity Review for Operators..... 35

OBA Reporting 37

 OBA Imbalance – Location..... 38

 OBA Imbalance - Contract..... 39

 OBA Imbalance – Entity 41

 OBA Imbalance – Confirmation Statement 42

Notices 44

Setting Up Contacts to Receive Reports 46



Introduction

TransCanada's TC PLUS system is designed to handle the following transactional activities of pipeline customers and business partners.

- Contracting and Capacity Release
- Nominations and Scheduling
- Confirmations and Operational Balancing Agreements (OBAs)
- Invoicing

Effective June 2018, the TransCanada pipelines currently using TC PLUS include:

- Gas Transmission Northwest Corporation (GTN)
- North Baja Pipeline
- Tuscarora Gas Transmission
- Great Lakes Gas Transmission (GLGT)

The TC PLUS User Reference Guide for Nominations, Scheduling, Confirmations and OBAs will familiarize users with the system's online transactional processes related to these specific functions.

This Guide walks Shippers through how to enter nominations and view scheduled volumes reports. It also demonstrates to Operators the steps necessary to conduct confirmations and manage their Out of Balance Agreements (OBAs) in the system. All users can access and download a variety of reports through TC PLUS.



Contact Information

GTN, Tuscarora and North Baja Nominations and Scheduling Hotline

1-888-750-6275

Group Email westernpipescheduling@transcanada.com

Mark Dixon - Manager	Phone: 832-320-5341
Patricia Briggs	ICE: pbriggs2
Daisy Chiang	ICE: dchiang3
Debbie Forth	ICE: dforth
Brian Hart	ICE: bhart4
Margaret Kidd	ICE: mkidd1
Charlene Kiddy	ICE: ckiddy
Albert Shaver	ICE: ashaver
Rumi Qadeer	ICE: rqadeer
Stephanie Gonzalez	ICE: sgonzalez3

GLGT Nominations and Scheduling Hotline

1-866-454-7572

1-800-827-5267

Group Email GLGT_Noms_Scheduling@transcanada.com

Keith Flynn - Manager	Phone: 832-320-5326
Benny Goodwin	ICE: bgoodwin
Chloette Horne	ICE: chorne
Curt Mrowiec	ICE: cmrowiec1
DeAnna Parsell	ICE: dparsell
Donna McWhorter	ICE: dmcwhorter
Jessie Lozano	ICE: jlozano1
Judy Smith	ICE: jsmith59
Phil Whisenant	ICE: pwhisenant
Ralph Del Rio	ICE: rdelrio
Sandra Watkins	ICE: swatkins
Sherman Smith	ICE: ssmith46
Silvia Venegas	ICE: svengas
Susan Majkowski	ICE: smajkowski1
Zachary Willborn	ICE: ZWillborn

Contracts and Capacity Release

Carol Wehlmann	carol_wehlmann@transcanada.com	832-320-5227
Chad Grayson	chad_grayson@transcanada.com	832-320-5291
Dawn Johnson	dawn_johnson@transcanada.com	832-320-5138
Kim Aleman	kimberly_aleman@transcanada.com	832-320-5243



Billing and Invoicing

Debbie Lee - GLGT	Debbie_Lee@transcanada.com	832-320-5325
Van Truong - GTN/Tusc	Van_Truong@transcanada.com	832-320-5486
Erik Johnson – N. Baja	Erik_Johnson@transcanada.com	832-320-5417

OBAs

GLGT	glgt_oba@transcanada.com
GTN, TUSC & N. Baja	GTN_TUS_BAJA_OBA@transcanada.com

User ID Requests

External Security Administrator Usman Khan	TC PLUS_system@transcanada.com 832-320-5418
---	--

Informational Postings Websites

Gas Transmission Northwest Pipeline	www.TCPLUS.com/GTN
Tuscarora Gas Transmission Pipeline	www.TCPLUS.com/Tuscarora
North Baja Pipeline	www.TCPLUS.com/North%20Baja
Great Lakes Gas Transmission	www.TCPLUS.com/Great%20Lakes

Other TC PLUS User Manuals

A variety of User Manuals are available for the various functions that the TC PLUS system accommodates:

- Contracts and Capacity Release
- Billing and Invoicing
- System Access and External Security Administrator (ESA)
- Agency

Please contact one of the appropriate contacts listed above for more information about the TC PLUS user manual for these functions.



TC PLUS – Overview

Below is information about some important methodologies and business practices that are used within TC PLUS. For more information about any of the topics described, please contact the Nominations and Scheduling group.

Elapsed Operational Capacity

To determine available capacity for scheduling purposes, TC PLUS utilizes Elapsed Operational Capacity. The system adjusts available capacity to account for the number of hours that have elapsed in the gas day. A simple example is shown below to illustrate this concept.

Example:

Location A has a delivery capacity of 60,000 Dth.

For Timely, Evening, ID-1 and ID-2 no volumes were scheduled to Location A.

For ID-3 cycle, a customer nominates 60,000 Dth.

Since 13 hours of the gas day has elapsed, only a portion of the point capacity is available for gas to flow ($60,000 * 11 / 24 = 27,500$). Therefore, only 27,500 Dth out of the requested 60,000 Dth can be scheduled for ID-3 cycle.

Note: The Operationally Available Capacity report (OAC) on the pipeline's EBB site will always display the Operating Capacity (OPC) for the location based on the full gas day (24 hours). For the example above, the OAC report for Location A would show 60,000 Dth as the Operational Capacity (OPC), with a scheduled quantity of 27,500 Dth for ID-3 cycle.



Fuel Rates

The following formula is used to calculate fuel in TC PLUS.

$$\text{Delivered Quantity} / (1 - \text{Fuel Rate}) = \text{Receipt Quantity}$$

An example of a receipt-based fuel calculation:

1. Start with the delivered quantity (10,000 Dths).
2. Determine the transportation path (Emerson to St. Clair).
3. Look up the fuel rate for the path (e.g., .0229997).
4. Divide the delivered quantity by one minus the fuel rate (.9770003).
5. The result is the receipt quantity:

$$10,000 \text{ Dths} / (.9770003) = 10,235 \text{ Dths}$$

Fuel rates will be calculated automatically on the **Nomination Entry** screen when an upstream or downstream volume is entered.

Fuel rates are posted as Non-Critical Notices on the Informational Postings website approximately seven days prior to the beginning of the month.

Fuel Rates postings may be accessed from within TC PLUS, or via the Informational Postings website. For more information on how to view Notices from within TC PLUS or via the Informational Postings site, please refer to the **Notices** section of this Guide.

Market Center Locations

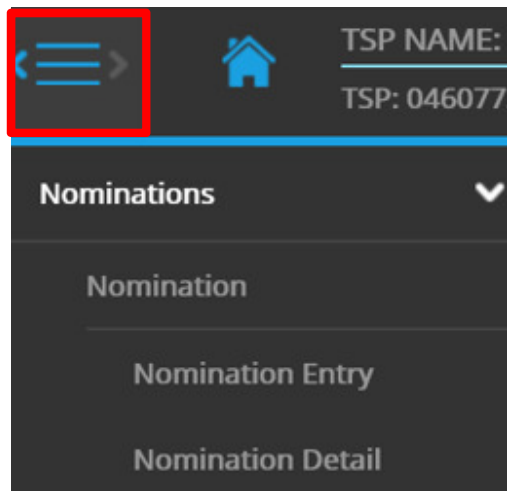
TC PLUS has logical Market Center locations. These logical locations can be used by shippers to pool/aggregate their gas for buying/selling with third parties.



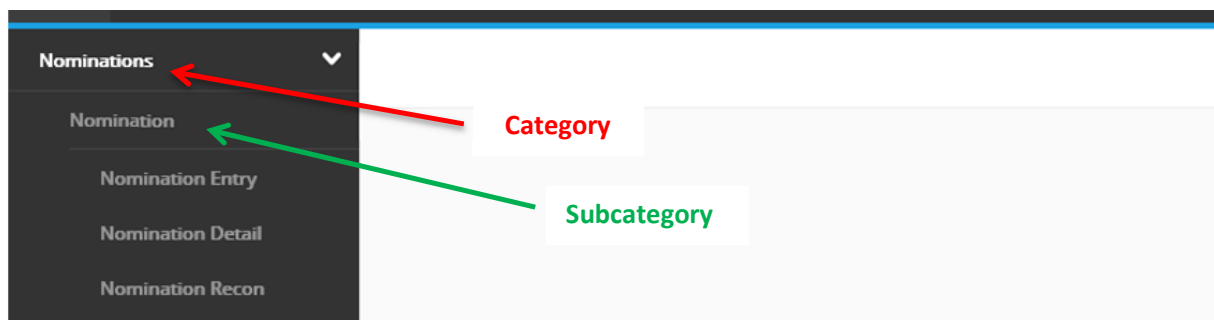
TC PLUS - Navigation

TC PLUS is a point and click system. After logging into the system, the name of the pipeline is displayed. Users with access to multiple pipelines within TC PLUS can click on the down arrow to the right of the pipeline name to select access to the desired pipeline.

To display the navigation menu, click on the navigation button at the top left. This will display all navigation options on the left side of the screen.



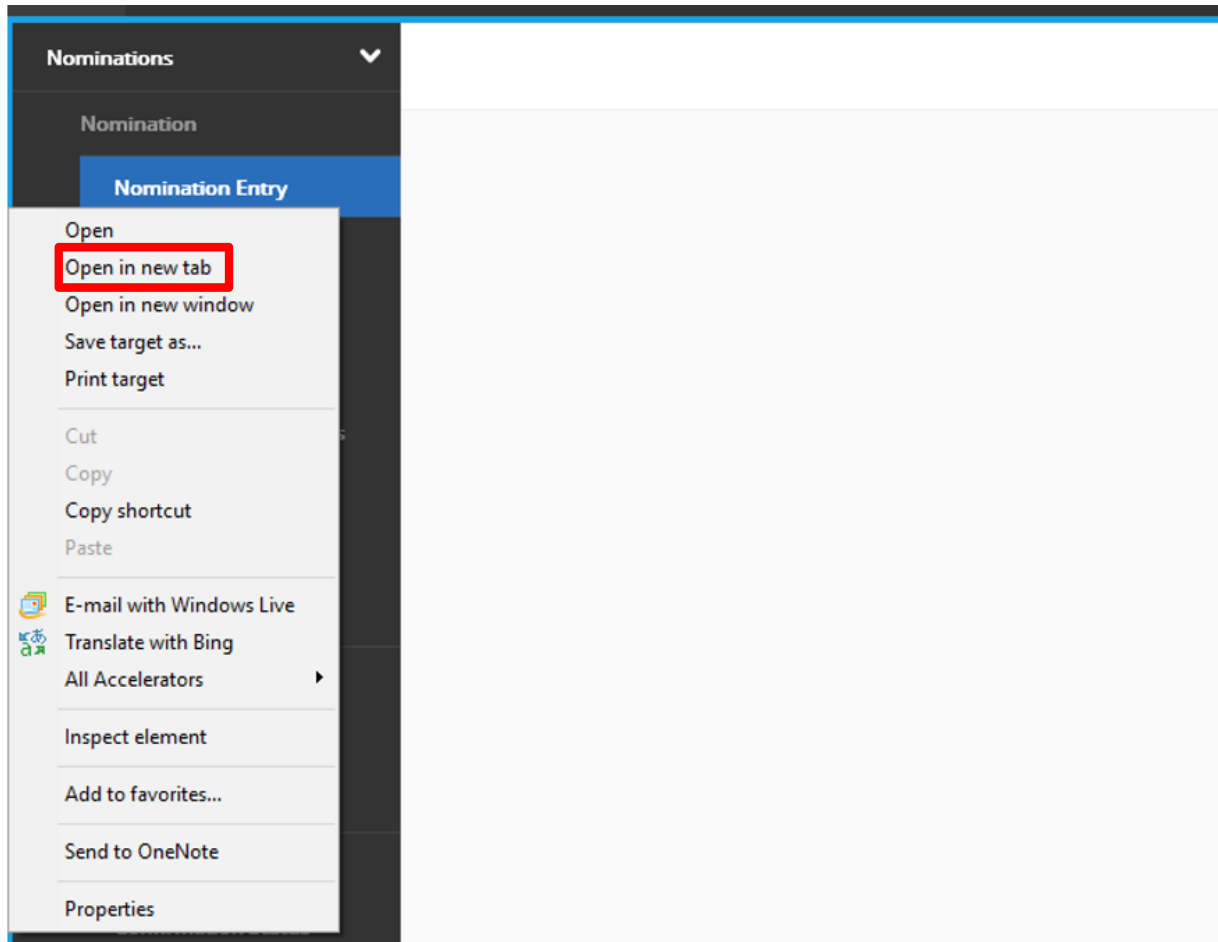
Click on any category to expand the options within that category.



Click on the sub category to access the window for the desired transaction or report.



Multiple tabs may also be opened, which provides the flexibility to switch back and forth from screen to screen. To do this, from the navigation menu, highlight the menu item and right click. A pop-up will appear on the right. Click on "Open in New Tab".



A new tab will be opened. Next, click on this tab to go to the desired task.
Note: Users may open multiple tabs in the application.





To leave any screen and return to the home page menu, click on the house symbol at the top of the screen.

Important: Click the refresh symbol when navigating to different tabs, to ensure the most current information is displayed.

SHIPPER / NOMINATION INFORMATION

TC PLUS uses a path-threaded methodology. A single receipt and a single delivery comprise a path-threaded nomination.

TC PLUS allows nominations for various types of contracts including Firm Transportation, Interruptible Transportation, Market Center and Parking/Lending.

Nomination & Confirmation Timelines

TC PLUS follows the NAESB deadline standards. All times in TC PLUS are based on Central Clock Time (CCT).

	Day Prior to Gas Flow		On Gas Day		
	Timely Nomination	Evening Nomination	Intraday 1	Intraday 2	Intraday 3
Nomination Deadline	1:00 PM	6:00 PM	10:00 AM	2:30 PM	7:00 PM
Operator Confirmation Deadline	4:30 PM	8:30 PM	12:30 PM	5:00 PM	9:30 PM
Scheduled Quantities	5:00 PM	9:00 PM	1:00 PM	5:30 PM	10:00 PM
Effective Gas Flow Time	9:00 AM	9:00 AM	2:00 PM	6:00 PM	10:00 PM
IT Bumping	N/A	Yes	Yes	Yes	No

Nomination Dates

TC PLUS supports the use of overlapping nominations. An example of overlapping nominations is as follows:

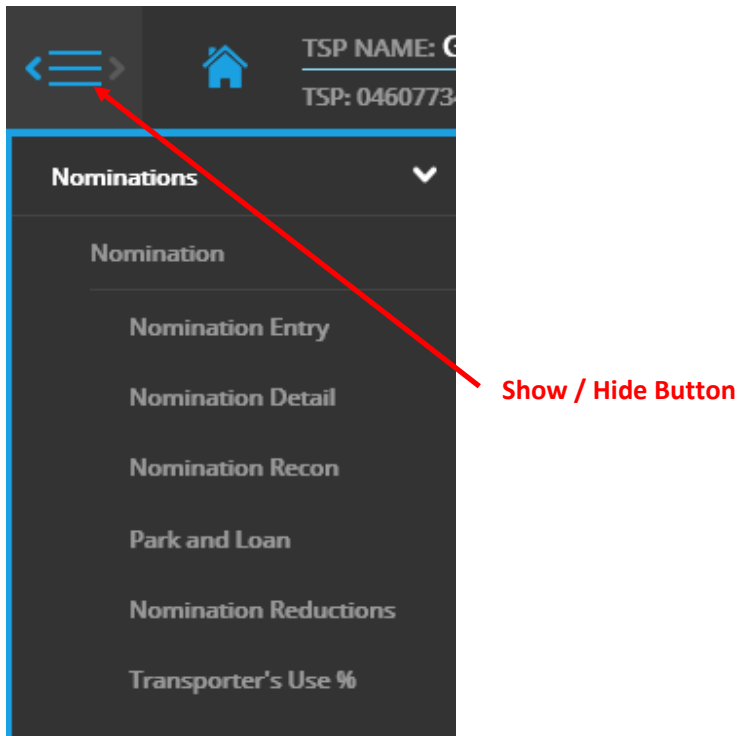
Nomination #1 Begin Date: 11/01/18 @ 09:00
Submitted End Date: 12/01/18 @ 09:00

Nomination #2 Begin Date: 11/15/18 @ 09:00

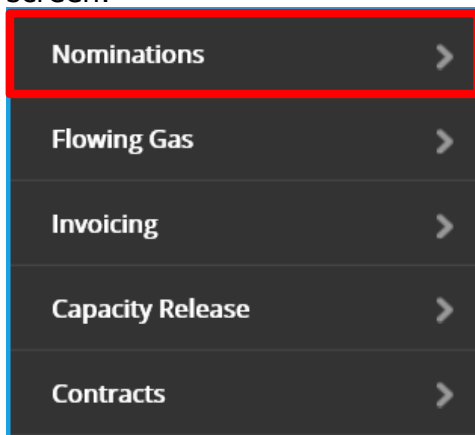


Creating a Nomination

To view the main menu categories and sub-categories click on the show/hide button on the upper left corner.

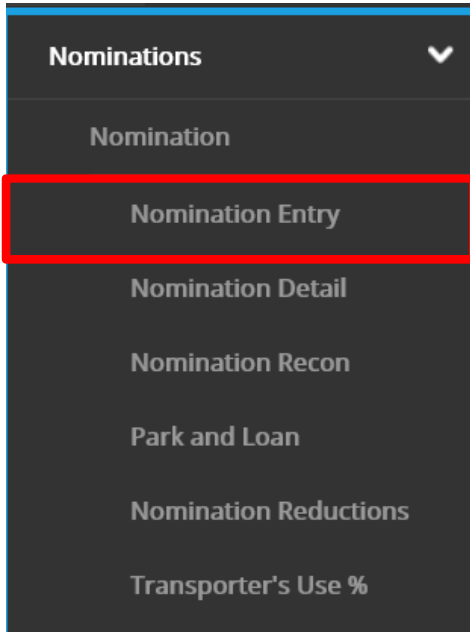


Click on **Nominations** from the drop-down Menu on the left-hand side of the screen.





From the **Nominations** Menu, click on **Nomination Entry**



The Nomination Entry screen will open.

NOMINATION ENTRY

Filter | **Business Entity**

Year: 2018 | Month: April | Day: -- All -- | Svc Req Name: ABC Company | Svc Req: 002233445 | Svc Req K: -- Select One -- | Rate Sched: --

Date / Cycle | **Receipt** | **Delivery** | **Transaction Info**

Date / Cycle: Beg Date: 04/18/2018, End Date: 04/19/2018, Beg Time: 9:00 AM CCT, End Time: 9:00 AM CCT, Cycle: Timely

Receipt: Rec Loc Name: -- Select One --, Rec Loc: --, Up Name: -- Select One --, Up ID: --, Up K: --, Rec Qty: -- Dth, Rec Rank: --

Delivery: Del Loc Name: -- Select One --, Del Loc: --, Dn Name: -- Select One --, Dn ID: --, Dn K: --, Del Qty: -- Dth, Del Rank: --

Transaction Info: TT: -- Select One --, Pkg ID: (Optional), Nom Sub Cycle: , Fuel Rate: -- %, Fuel Qty: -- Dth, Path: -- mi, Miles: --

Reset | Submit

Nom ID	Cycle	Beg Date	End Date	Rec Loc Name	Up Name	Up K	Rec Qty	Rec Rank	Del Loc Name	Dn Name	Dn K	Del Qty	Del Rank	Pkg ID	Audit	Actions	Nom Trk ID
No Nominations exist.																	

Filter Section

Form Section

Matrix Section



To create a new nomination, select the contract from the Svc Req K drop down list in the filter section of the screen. Users may also use the filter to display nominations for a specific day or for the entire month.

Then fill in data for the following fields in the form section:

- Date and Cycles (the gas day begins at 9AM on day 1 and ends at 9AM the next calendar day)
 - Begin Date
 - End Date
 - Cycle

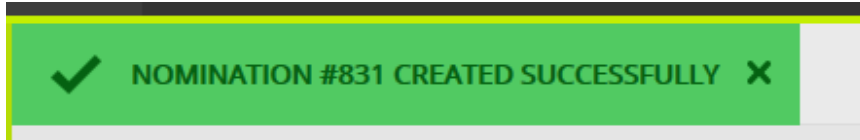
- Receipt / Delivery Locations
 - Based on the path of the nomination the following will display:
 - Fuel Rate
 - Fuel Qty
 - Path Miles
 - Rec Loc Name – this is the name of the receipt location
 - Rec Loc – this is the number of the receipt location
 - Up Name – this is the Entity name of the upstream party
 - Up ID – this is the ID number of the upstream party
 - Up K – this is the contract # of the upstream party. IF a GLGT contract, a dropdown list will appear. If an off-system contract, the field is freeform.
 - Rec Qty – this is the receipt quantity
 - Rec Rank – this is the rank of the receipt nomination
 - Del Loc Name – this is the name of the delivery location
 - Del Loc – this is the number of the delivery location
 - Dn Name – this is the Entity name of the downstream party.
 - Dn ID – this is the ID number of the downstream party
 - Dn K – this is the contract # of the downstream party. If it is a GLGT contract, a dropdown list will appear. If it is an off-system contract, the field is freeform.
 - Del Qty – this is the delivery quantity
 - Del Rank – this is the rank of the delivery nomination

- Transaction Specific Notes
 - TT – this is the transaction type (current business will default)
 - Pkg ID – this is an optional field for freeform text
 - Nom Sub Cycle – this will default to being checked. If users don't want a nomination to be automatically re-nominated for subsequent cycles, then the box must be unchecked.



Review nomination and click on “Submit”

A message will be displayed in the top left corner that the nomination was saved successfully.



- The Nomination will populate at the bottom of the nomination matrix section with its nomination ID (Nom ID).

Nom ID	Cycle	Beg Date	End Date	Rec Loc Name	Up Name	Up K	Rec Qty	Rec Rank	Del Loc Name	Dn Name	Dn K	Del Qty	Del Rank	Pkg ID	Audit	Actions	Nom Trk ID
21492	Timely	05/01/18	05/01/18	EMERSON RECEIPT	ABC Company	GAS1	10,001	1	RATTLERUN DELIVERY	ABC Company	20052	10,000	1		Crist...	Copy Delete	
21494	Timely	05/01/18	05/01/18	EMERSON RECEIPT	ABC Company	GAS1	1,000	1	MUTTONVILLE DELIVERY	ABC Company	20052	1,000	1		Crist...	Copy Delete	
21493	Timely	05/15/18	05/16/18	EMERSON RECEIPT	ABC Company	GAS1	1,200	1	BELLE RIVER MILLS	ABC Company	20052	1,200	1		Crist...	Copy Delete	

Market Center Contract Nominations

Some important information about Market Center (MC) contract nominations in TC PLUS:

- MC Nomination Priority – Nominations on Market Center contracts are assigned the lowest priority among nominations when there are point constraints (physical receipts or deliveries). At these times, it is advisable to nominate directly to/from transportation contracts so that these priorities are taken into account during allocations for point capacity. Please keep in mind EPSQ rules will be enforced for MC nominations scheduled in previous cycles.
- To ensure gas is scheduled correctly, MC Nominations must be in balance; TC PLUS balances all nominations prior to beginning the scheduling process. For more information on this concept, please refer to the **Nomination Reconciliation Report** section.
- No fuel is required for an MC nomination because no transportation occurs.
- MC contracts can be used at physical locations and/or at logical Market Center locations.
- There are multiple ways of nominating MC contracts, as shown below.



Example 1: Pooling/Aggregating - The following example for MyGasCo, Market Center K#20060, illustrates how aggregating gas into and out of a Market Center can be used with multiple suppliers and markets:

NOMINATION ENTRY

Filter: Year 2018, Month May, Day 17, Business Entity MyGasCo, Svc Req 888444222, Svc Req K 20060, Rate Sched Market Center

Date / Cycle: Beg Date 05/17/2018, End Date 05/18/2018, Beg Time 9:00 AM CCT, End Time 9:00 AM CCT, Cycle Timely

Receipt: Rec Loc EMERSON MC, Rec Loc Name 6233975, Up Name MyGasCo, Up ID 888444222, Up K 20060, Rec Qty 4,500 Dth, Rec Rank 1

Delivery: Del Loc EMERSON MC, Del Loc Name 6233975, Dn Name XYZCo, Dn ID 504332419, Dn K 20072, Del Qty 4,500 Dth, Del Rank 1

Transaction Info: TT Current Business, Pkg ID (Optional), Nom Sub Cycle, Fuel Rate -%, Fuel Qty 0 Dth, Path 0.00 mi, Miles

Nom ID	Cycle	Bag Date	End Date	Rec Loc Name	Up Name	Up K	Rec Qty	Rec Rank	Del Loc Name	Dn Name	Dn K	Del Qty	Del Rank	Pkg ID	Audit	Actions	Nom Trk ID
21495	Timely	05/17/18	05/18/18	EMERSON RECEIPT	ABC Company	SUP	5,000	2	EMERSON MC	MyGasCo	20060	5,000	2		TCPlus Tes...	Copy Delete	
21496	Timely	05/17/18	05/18/18	EMERSON RECEIPT	123Comp	SUP	2,000	3	EMERSON MC	MyGasCo	20060	2,000	3		TCPlus Tes...	Copy Delete	
21497	Timely	05/17/18	05/18/18	EMERSON RECEIPT	TestEntity	SUP	14,000	4	EMERSON MC	MyGasCo	20060	14,000	4		TCPlus Tes...	Copy Delete	
21498	Timely	05/17/18	05/18/18	EMERSON RECEIPT	XYZCo	SUP	4,500	1	EMERSON MC	MyGasCo	20060	4,500	1		TCPlus Tes...	Copy Delete	
21500	Timely	05/17/18	05/18/18	EMERSON MC	MyGasCo	20060	5,000	1	EMERSON MC	TestEntity	20065	5,000	1		TCPlus Tes...	Copy Delete	
21551	Timely	05/17/18	05/18/18	EMERSON MC	MyGasCo	20060	2,000	1	EMERSON MC	MyGasCo	20055	2,000	1		TCPlus Tes...	Copy Delete	
21553	Timely	05/17/18	05/18/18	EMERSON MC	MyGasCo	20060	14,000	1	EMERSON MC	XYZCo	20071	14,000	1		TCPlus Tes...	Copy Delete	
21554	Timely	05/17/18	05/18/18	EMERSON MC	MyGasCo	20060	4,500	1	EMERSON MC	XYZCo	20072	4,500	1		TCPlus Tes...	Copy Delete	

These are the Market Center "Outs" going to Markets (highlighted in green)

These are the Market Center "Ins" coming from Suppliers (highlighted in red)

Example 2: The following example for MyGasCo, Market Center K#20060, illustrates how a Market Center can be used to point directly to the markets:

NOMINATION ENTRY

Filter: Year 2018, Month May, Day 16, Business Entity MyGasCo, Svc Req 888444222, Svc Req K 20060, Rate Sched Market Center

Date / Cycle: Beg Date 05/16/2018, End Date 05/17/2018, Beg Time 9:00 AM CCT, End Time 9:00 AM CCT, Cycle Timely

Receipt: Rec Loc EMERSON RECEIPT, Rec Loc Name 33975, Up Name TestEntity, Up ID 451245124, Up K SUPPLY, Rec Qty 14,000 Dth, Rec Rank 4

Delivery: Del Loc EMERSON MC, Del Loc Name 6233975, Dn Name ABC Company, Dn ID 00233445, Dn K 20089, Del Qty 14,000 Dth, Del Rank 4

Transaction Info: TT Current Business, Pkg ID (Optional), Nom Sub Cycle, Fuel Rate -%, Fuel Qty 0 Dth, Path 0.00 mi, Miles

Nom ID	Cycle	Bag Date	End Date	Rec Loc Name	Up Name	Up K	Rec Qty	Rec Rank	Del Loc Name	Dn Name	Dn K	Del Qty	Del Rank	Pkg ID	Audit	Actions	Nom Trk ID
21516	Timely	05/16/18	05/17/18	EMERSON RECEIPT	TestEntity	SUP	2,000	3	EMERSON MC	XYZCo	20072	2,000	3		Crist...	Copy Delete	
21520	Timely	05/16/18	05/17/18	EMERSON RECEIPT	TestEntity	SUP	5,000	2	EMERSON MC	123Comp	20046	5,000	2		Crist...	Copy Delete	
21521	Timely	05/16/18	05/17/18	EMERSON RECEIPT	TestEntity	SUP	4,500	4	EMERSON MC	ABC Company	20051	4,500	4		Crist...	Copy Delete	
21555	Timely	05/16/18	05/17/18	EMERSON RECEIPT	TestEntity	SUP	14,000	4	EMERSON MC	ABC Company	20089	14,000	4		TCPI...	Copy Delete	

Filtering and Copying Nominations

The Filter section of the screen allows users to filter by date, service requester name (if agent for more than one company), and contract. Once filters have been selected, the Matrix section of the screen will display existing nominations based on these filter options.

This feature is helpful if users want to copy nomination information from prior gas days for a new nomination.

NOMINATION ENTRY

Filter

Year: 2018 | Month: May | Day: 16 | Svc Req Name: XYZCo | Svc Req: 504332419 | Svc Req K: 20071 | Rate Sched: FT | (MDQ): 50,000

Business Entity

Svc Req Name: XYZCo

Date / Cycle

Beg Date: 05/16/2018 | End Date: 05/17/2018 | Beg Time: 9:00 AM CCT | End Time: 9:00 AM CCT | Cycle: Timely

Receipt

Rec Loc Name: RAPID RIVER | Rec Loc: 11623 | Up Name: ABC Company | Up ID: 002233445 | Up K: ANY | Rec Qty: 1,500 Dth | Rec Rank: 1

Delivery

Del Loc Name: CHINA TWP | Del Loc: 293839 | Dn Name: 123Comp | Dn ID: 217317417 | Dn K: ANY | Del Qty: 1,500 Dth | Del Rank: 1

Transaction Info

TT: Current Business | Pkg ID: (Optional) | Nom Sub Cycle: | Fuel Rate: 0.01 % | Fuel Qty: 0 Dth | Path Miles: 409.10 mi

Reset Submit

Filter Section

Form Section

Copy Delete

Nom ID	Cycle	Beg Date	End Date	Rec Loc Name	Up Name	Up K	Rec Qty	Rec Rank	Del Loc Name	Dn Name	Dn K	Del Qty	Del Rank	Pkg ID	Audit	Actions	Nom Trk ID
21556	Timely	05/16/18	05/17/18	EMERSON RECEIPT	ABC Company	ANY	2,000	1	MUTTONVILLE DELIVERY	TestEntity	ANY	2,000	1		TCPL	Copy Delete	
21557	Timely	05/16/18	05/17/18	DEER RIVER	ABC Company	ANY	1,000	1	DULLUTH	MyGasCo	ANY	1,000	1		TCPL	Copy Delete	
21558	Timely	05/16/18	05/17/18	RAPID RIVER	ABC Company	ANY	1,500	1	CHINA TWP	123Comp	ANY	1,500	1		TCPL	Copy Delete	

Matrix Section

In the Matrix section, identify the nomination to be copied and on the right side of the window under Actions, click on "Copy". At this point the nomination information will copy to the screen however it won't assign its Nom ID until the nomination is edited and saved.

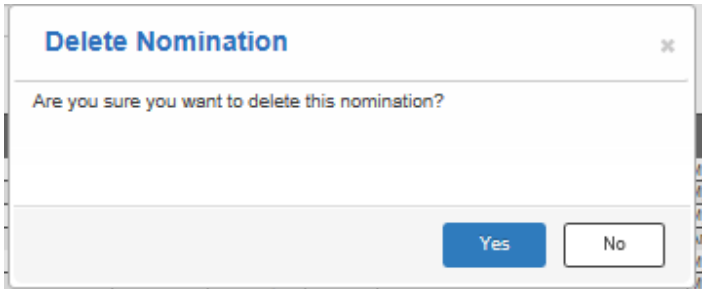
The copied nomination will appear in the Form section. Please note that the Date/Cycle column will show the date/cycle that was selected prior to copying the nomination. **Be sure to double check and modify the Date/Cycle parameters as needed before submitting the copied nomination as a new nomination.**

Once the nomination has been submitted, click Reset prior to copying the next nomination.

If a nomination is copied to the form section and not submitted, the Reset button should be clicked to clear out the form prior to copying the next nomination.



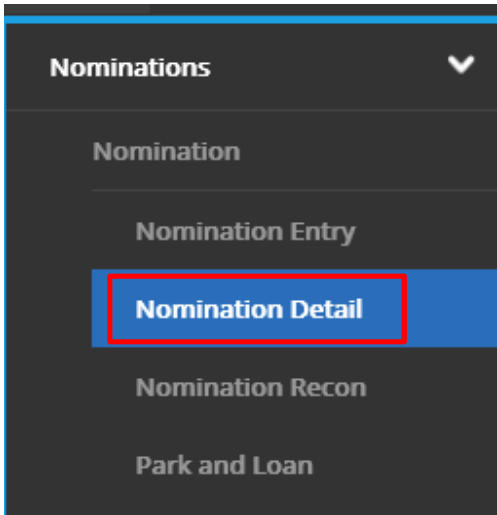
The option to delete a nomination is only available before the gas day/cycle deadline specified for that nomination. To delete a nomination, click on "Delete" in the Actions section of the nomination line. A pop up window will appear and Yes must be clicked to delete the nomination.



Nomination Detail Summary

The Nomination Detail Summary screen allows users to view various details related to a nomination. This screen allows users to view nominations for a given day and cycle, based on the filter criteria. After the cycle has completed, scheduling related information can also be viewed from this screen.

From the **Nominations** Menu, select **Nomination Detail**





The **Nomination Detail Summary** screen will display. Select the desired fields for the filter and click "Retrieve" to see the nominations that correspond to the filter selections.

NOMINATION DETAIL SUMMARY

Gas Day: 05/16/2018 | Cycle: Timely | Nom ID: -- All -- | Rec Loc Name: -- All -- | Del Loc Name: -- All -- | Up K: | Dn K: |

Svc Req Name: -- All -- | Svc Req K: -- All -- | Rate Sched: | Pkg ID: | Nominator's Tracking ID: | Transaction Type: -- All -- | **Retrieve**

Nom ID	Svc Req K	Rate Sched	Gas Day	Rec Loc Name	Up Name	Up K	Rec Rank	Rec Qty	Del Loc Name	Dn Name	Dn K	Del Rank	Del Qty	Fuel Qty	Pkg ID	Nom Trk ID
21492	20051	FT	05/16/18	EMERSON RECEIPT	ABC Company	GAS1	1	10,001	RATTLERUN DELIVERY	ABC Company	20052	1	10,000	1		
21494	20051	FT	05/16/18	EMERSON RECEIPT	ABC Company	GAS1	1	1,000	MUTTONVILLE DELIVE...	ABC Company	20052	1	1,000	0		
21516	20060	Mar...	05/16/18	EMERSON RECEIPT	TestEntity	SUP...	3	2,000	EMERSON MC	XYZCo	20072	3	2,000	0		
21520	20060	Mar...	05/16/18	EMERSON RECEIPT	TestEntity	SUP...	2	5,000	EMERSON MC	123Comp	20046	2	5,000	0		
21521	20060	Mar...	05/16/18	EMERSON RECEIPT	TestEntity	SUP...	4	4,500	EMERSON MC	ABC Company	20051	4	4,500	0		
21542	20059	IT	05/16/18	EMERSON RECEIPT	ABC Company		1	5,001	DEWARD DELIVERY	123Comp	12345	1	5,000	1		
21555	20060	Mar...	05/16/18	EMERSON RECEIPT	TestEntity	SUP...	4	14,000	EMERSON MC	ABC Company	20089	4	14,000	0		
21556	20071	FT	05/16/18	EMERSON RECEIPT	ABC Company	ANY	1	2,000	MUTTONVILLE DELIVE...	TestEntity	ANY	1	2,000	0		
21557	20071	FT	05/16/18	DEER RIVER	ABC Company	ANY	1	1,000	DULUTH	MyGasCo	ANY	1	1,000	0		
21558	20071	FT	05/16/18	RAPID RIVER	ABC Company	ANY	1	1,500	CHINA TWP	123Comp	ANY	1	1,500	0		
Total								46,002								

Total results: 10

For scheduling details related to a nomination, click on a single nomination and the View Nomination Details screen will appear.

Gas Day: 5/4/2018 [Add Note](#)

Business Entity
ABC Company
DUNS: 002233445
Contract #: 20051
MDQ: 15,000
[View Path Details](#)

Receipt
EMERSON RECEIPT
DRN: 33975
ABC Company
DUNS: 002233445
Contract #: GAS1

Delivery
MUTTONVILLE DELIVERY
DRN: 720048
ABC Company
DUNS: 002233445
Contract #: 20052

Nomination
Nomination Id: 21494
Transaction Type: Current Business
Package Id:

Timely						Evening				Intraday 1					Intraday 2				
	Rec Qty	Del Qty	Cut Qty	Reduction	Reason	Rec Qty	Del Qty	Cut Qty	Reduction Reason	Rec Qty	Del Qty	Cut Qty	Reduction Reason	Rec Qty	Del Qty	Cut Qty	Reduction Reason		
Nominated	1,000	1,000				1,000	1,000			1,000	1,000			1,000	1,000				
Prelim Sched	1,000	1,000				1,000	1,000			1,000	1,000			1,000	1,000				
Confirmation	909	909	91		PRD	909	909	91	PRD	909	909	91	PRD	909	909	91	PRD		
Final Sched	909	909				909	909			909	909			909	909				

Intraday 3

	Rec Qty	Del Qty	Cut Qty	Reduction Reason
Nominated	1,000	1,000		
Prelim Sched	1,000	1,000		
Confirmation	909	909	91	PRD
Final Sched	909	909		

Notes

Name	Date/Time	Notes

Audit

Action	Name	Date/Time	Cycle
Submitted	Cristina Tamez	04/17/2018 3:36 PM CCT	Timely

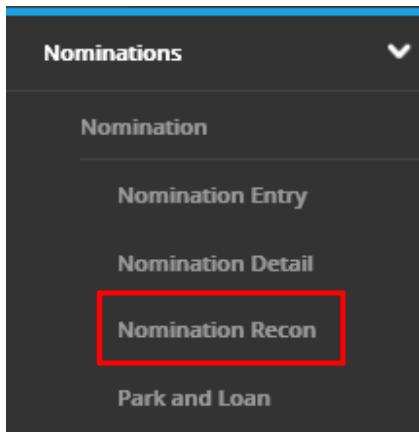
The View Nomination Details screen provides detailed scheduling information for each nomination, including cut codes that correspond to each phase of the scheduling process.



Nomination Reconciliation Report

The Nomination Reconciliation Report (Nomination Recon) screen is used to make sure that contracts nominating into and out of Market Center locations are in balance prior to the beginning of a cycle.

From the Nominations Menu, select Nomination Recon



The screen below will be displayed.

NOMINATION RECONCILIATION REPORT

Gas Day	Cycle	Svc Requesters	Location Name	Svc Req K	Balance Status	Only Unbalanced	
05/15/2018	Timely	-- All --	-- All --	-- All --	Current	<input checked="" type="checkbox"/>	Retrieve

No transactions found.



This screen will display all nominations that are nominated into a Market Center location and all nominations out of the Market Center location. It will also indicate if suppliers or markets have not entered a nomination to match. The Expand All radio button will show all shippers to see all the nominations behind the contract.

Example 1: "Balanced" Market Center

NOMINATION RECONCILIATION REPORT

Gas Day: 05/16/2018 | Cycle: Timely | Svc Requesters: -- All -- | Location Name: -- All -- | Svc Req K: -- All -- | Balance Status: Current | Only Unbalanced: | Retrieve

Expand All

EMERSON MC—6233975 in balance

+ MyGasCo 20060	2,000	XYZCo 20072	2,000
+ MyGasCo 20060	5,000	123Comp 20046	5,000
+ MyGasCo 20060	4,500	ABC Company 20051	4,500
+ MyGasCo 20060	14,000	ABC Company 20089	14,000

NOMINATION RECONCILIATION REPORT

Gas Day: 05/16/2018 | Cycle: Timely | Svc Requesters: -- All -- | Location Name: -- All -- | Svc Req K: -- All -- | Balance Status: Current | Only Unbalanced: | Retrieve

Collapse All

EMERSON MC—6233975 in balance

MyGasCo 20060 2,000							XYZCo 20072 2,000						
Nom ID	Rank	Quantity	Location Name	Up K	Up Name		Nom ID	Rank	Quantity	Location Name	Dn K	Dn Name	
21516	3	2,000	EMERSON RECEIPT	SUPPLY	Testent		21562	1	2,000	ST IGNACE	123	XYZCo	
MyGasCo 20060 5,000							123Comp 20046 5,000						
Nom ID	Rank	Quantity	Location Name	Up K	Up Name		Nom ID	Rank	Quantity	Location Name	Dn K	Dn Name	
21520	2	5,000	EMERSON RECEIPT	SUPPLY	Testent		21560	3	5,000	ALPINE	ANY	123Comp	
MyGasCo 20060 4,500							ABC Company 20051 4,500						
Nom ID	Rank	Quantity	Location Name	Up K	Up Name		Nom ID	Rank	Quantity	Location Name	Dn K	Dn Name	
21521	4	4,500	EMERSON RECEIPT	SUPPLY	Testent		21561	2	4,500	RATTLERUN DELIVERY	ANY	ABC Company	
MyGasCo 20060 14,000							ABC Company 20089 14,000						
Nom ID	Rank	Quantity	Location Name	Up K	Up Name		Nom ID	Rank	Quantity	Location Name	Dn K	Dn Name	
21555	4	14,000	EMERSON RECEIPT	SUPPLY	Testent		21559	1	14,000	CARLTON	ABC	ABC Company	



Example 2: "Out of Balance Market Center "

ABC Company K#20089 has not entered nomination to receive gas from MyGasCo K#20060

NOMINATION RECONCILIATION REPORT

05/16/2018 Timely -- All -- -- All -- -- All -- Current Retrieve

Expand All

EMERSON MC— 6233975 out of balance

* MyGasCo 20060	14,000	ABC Company 20089	0	14,000
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Example 3: Once a market center is balanced, the Nomination Recon report will show no transactions out of balance:

NOMINATION RECONCILIATION REPORT

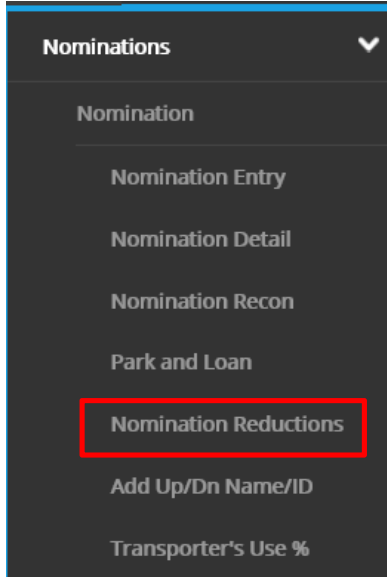
Gas Day: 05/16/2018 Cycle: Timely Svc Requesters: -- All -- Location Name: -- All -- Svc Req K: -- All -- Balance Status: Current Only Unbalanced: Retrieve

No transactions found.

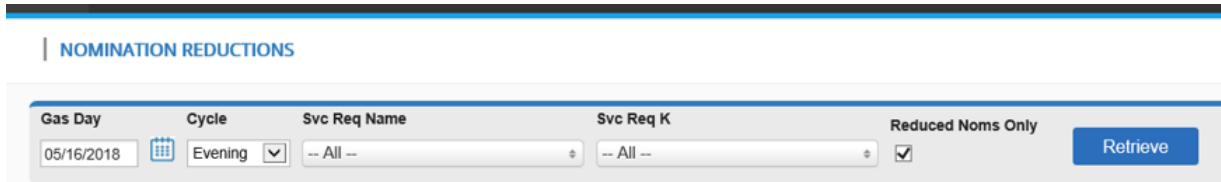
Note: The **Only Unbalanced** box is checked by default. To view all nominations into and out of Market Center locations, uncheck the box.

Nomination Reductions

Shippers can view all their Nomination cuts on the Nomination Reductions report. This report is available under the Nominations menu item:



The screen below will be displayed.



After selecting retrieve you will see a summary view of your nomination cuts. You may select Detail for a further cut specifics.

The screenshot shows the 'SUMMARY VIEW' of the nomination reductions report. A 'Detail >' button is highlighted in a red box. Below the button is a table with the following data:

Nom ID	Svc Req K	Rec Loc Name	Up Name	Up K	Del Loc Name	Dn Name	Dn K	Nom Del Qty	Reduction Del Qty	Sched Del Qty
21494	20051	EMERSON RECE...	ABC Company	GAS1	MUTTONVILLE D...	ABC Company	20052	1,000	500	500
21561	20051	EMERSON MC	MyGasCo	20060	RATTLERUN DE...	ABC Company	ANY	4,500	3,041	1,459
21542	20059	EMERSON RECE...	ABC Company		DEWARD DELIV...	123Comp	12345	5,000	2,500	2,500
21521	20060	EMERSON RECE...	TestEntity	SUPPLY	EMERSON MC	ABC Company	20051	4,500	3,041	1,459
21555	20060	EMERSON RECE...	TestEntity	SUPPLY	EMERSON MC	ABC Company	20089	14,000	9,459	4,541
21556	20071	EMERSON RECE...	ABC Company	ANY	MUTTONVILLE D...	TestEntity	ANY	2,000	500	1,500
21559	20089	EMERSON MC	MyGasCo	20060	CARLTON	ABC Company	ABC	13,999	9,458	4,541



The detail view will give you an explanation of your reduction reasons.

NOMINATION REDUCTIONS

Gas Day: 05/16/2018 | Cycle: Evening | Svc Req Name: -- All -- | Svc Req K: -- All -- | Reduced Noms Only: | Retrieve

DETAIL VIEW < Summary

Norm ID	Svc Req K	Rec Loc Name	Up Name	Up K	Del Loc Name	Dn Name	Dn K	Nom Rec Qty	Nom Del Qty	Reduction Rec Qty	Reduction Del Qty	RR	Prelim Rec Qty	Prelim Del Qty	Sched Rec Qty	Sched Del Qty
21494	20051	EMERSO...	ABC Com...	GAS1	MUTTON...	ABC Com...	20052	1,000	1,000	500		PRR	1,000	1,000	500	500
21561	20051	EMERSO...	MyGasCo	20060	RATTLER...	ABC Com...	ANY	4,500	4,500	3,041		CBL	4,500	4,500	1,459	1,459
21542	20059	EMERSO...	ABC Com...		DEWARD...	123Comp	12345	5,001	5,000	2,501		PRR	5,001	5,000	2,500	2,500
21521	20060	EMERSO...	TestEntity	SUPPLY	EMERSO...	ABC Com...	20051	4,500	4,500	3,041		PRR	4,500	4,500	1,459	1,459
21555	20060	EMERSO...	TestEntity	SUPPLY	EMERSO...	ABC Com...	20089	14,000	14,000	9,459		PRR	14,000	14,000	4,541	4,541
21556	20071	EMERSO...	ABC Com...	ANY	MUTTON...	TestEntity	ANY	2,000	2,000	500		PRR	2,000	2,000	1,500	1,500
21559	20089	EMERSO...	MyGasCo	20060	CARLTON...	ABC Com...	ABC	14,000	13,999	9,459		CBL	14,000	13,999	4,541	4,541

Reduction Reasons:
 ECM – Exceed Contract MDQ
 CBL – Contract Balancing
 PCC – Pipeline Capacity Constraint
 BMP – Quantity reduced due to bumping
 FMU – Force Majeure
 PRR – Confirming Party Reduction at Receipt Location
 PRD – Confirming Party Reduction at Deliver Location
 CRN – Confirmation Response Not Received

Transporter's Use %

Fuel rates can also be calculated on the **Transporter's Use %** screen. Select the Production Month, Receipt Location and Delivery location, and input either the Receipt Quantity or Delivery Quantity. The calculation will demonstrate Fuel Percentage by Mile Segment, Rate, Path Miles, the Receipt/Delivery Quantities and Fuel Qty.

TRANSPORTER'S USE %

Production Month: 01/2018 | Receipt Location: EMERSON RECEIPT | Delivery Location: ST CLAIR DELIVERY

Receipt Quantity: | Delivery Quantity: 10,000 | Calculate | Clear

Fuel % per 75 Mile Segment:

Mileage Segment	Fuel Percent
1	0.32219%
2	0.49006%
3	0.65736%
4	0.82410%
5	0.99029%
6	1.15591%
7	1.32099%
8	1.48551%
9	1.64949%
10	1.81292%
11	1.97581%
12	2.13815%
13	2.29997%

FUEL USAGE

Production Month	Rate	Path Miles	Receipt Qty	Delivery Qty	Fuel Qty
01/2018	2.29997	973.20	10235	10000	235



Parking and Lending

Parking and Lending Nominations

For GLGT there is a single rate schedule for Parking and Lending activities. A single contract is created for each park and loan activity for each location. Customers must execute a PAL Agreement before any park and loan contract can be executed. For more details about PAL Agreements, please contact the Marketing or Contracts contacts listed in this Guide.

In TC PLUS, nominations for Parking and Lending nominations require the shipper to reference the Parking or Lending contract in the upstream or downstream contract field as part of the transportation or market center contract nomination.

A separate nomination on the parking or lending contract is not required. They can be nominated on an FT, IT or MC contract. There is no fuel required for these transactions.

Each Park or Loan contract will have its own contract number and a new contract will be executed with each deal for a specific term. Parks will be delivered to a specified MC location as designated in the contract (Receipt Loc = MC). DN K = Park Contract.

Loans will be receipt to a specified MC location as designated in the contract (Receipt Loc = MC). Up K = Loan Contract.

The example below shows a park nomination moving gas to the shipper's Market Center and parking it in inventory on their park contract 20041.

NOMINATION ENTRY

Year: 2018 | Month: April | Day: 20 | Svc Req Name: 123Comp | Svc Req: 217317417 | Svc Req K: 20036 | Rate Sched (MDQ): FT | 100,000

[View contract](#)

Date / Cycle		Receipt	Delivery	Transaction Info
Beg Date	04/20/2018	Rec Loc Name: EMERSON RECEIPT	Del Loc Name: ST CLAIR MC	TT: Current Business
End Date	04/21/2018	Rec Loc: 33975	Del Loc: 6211772	Pkg ID: (Optional)
Beg Time	9:00 AM CCT	Up Name: 123Comp	Dn Name: 123Comp	Nom Sub Cycle: <input checked="" type="checkbox"/>
End Time	9:00 AM CCT	Up ID: 217317417	Dn ID: 217317417	Fuel Rate: 1.24989 %
Cycle	Timely	Up K: ANY	Dn K: 20041	Fuel Qty: 114 Dth
		Rec Qty: 9,114 Dth	Del Qty: 9,000 Dth	Path Miles: 973.20 mi
		Rec Rank: 1	Del Rank: 1	Reset Submit

Nom ID	Cycle	Beg Date	End Date	Rec Loc Name	Up Name	Up K	Rec Qty	Rec Rank	Del Loc Name	Dn Name	Dn K	Del Qty	Del Rank	Pkg ID	Audit	Actions	Nom Trk ID
23009	Timely	04/20/18	04/21/18	EMERSON RECEIPT	123Comp		9,114	1	ST CLAIR MC	123Comp	20041	9,000	1		Sandra M...	Copy	



To “Unpark” gas, the shipper will reference the Parking contract as the Up K on the Market Center or Transportation contract that will be unparking the gas.

The example below shows a Loan nomination from the shipper’s Market Center as coming out of inventory on their park contract 20041.

NOMINATION ENTRY

Year: 2018 | Month: April | Day: 22 | Svc Req Name: 123Comp | Svc Req: 217317417 | Svc Req K: 20036 | Rate Sched (MDO): FT | 100,000

[View contract](#)

Date / Cycle	Receipt	Delivery	Transaction Info
Beg Date: 04/20/2018 End Date: 04/21/2018 Beg Time: 9:00 AM CCT End Time: 9:00 AM CCT Cycle: Timely	Rec Loc Name: ST CLAIR MC Rec Loc: 6211772 Up Name: 123Comp Up ID: 217317417 Up K: 20041 Rec Qty: 3,000 Dth Rec Rank: 1	Del Loc Name: FARWELL DELIVERY Del Loc: 720040 Dn Name: 123Comp Dn ID: 217317417 Dn K: 12345 Del Qty: 3,000 Dth Del Rank: 1	TT: Current Business Pkg ID: Nom Sub Cycle: <input checked="" type="checkbox"/> Fuel Rate: 0 % Fuel Qty: 0 Dth Path Miles: -157.50 mi

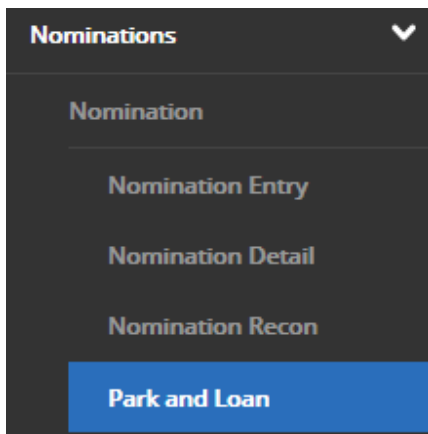
Reset Submit

Nom ID	Cycle	Beg Date	End Date	Rec Loc Name	Up Name	Up K	Rec Qty	Rec Rank	Del Loc Name	Dn Name	Dn K	Del Qty	Del Rank	Pkg ID	Audit	Actions	Nom Trk ID
23010	Timely	04/22/18	04/23/18	ST CLAIR MC	123Comp	20041	3,000	1	FARWELL DELIVERY	123Comp	12345	3,000	1		Sandra M...	Copy Delete	

To “Payback” gas (for Lending contracts), the shipper will reference the Lending contract as the Dn K on the Market Center or Transportation contract that will be delivering the gas that is being paid back.

Park and Loan Report

Shippers can view current and projected balances for their Park and Loan contracts by viewing the Park and Loan Activities report. This report is available under the Nominations menu item:



Park and Loan balances can be viewed by specific contracts or in aggregate for each Entity. Select to desired Production Month, Svc Req Name (selectable for agents), Svc Req K (specific or ALL) and then click on **Retrieve** to view results.

PARK AND LOAN ACTIVITIES



Production Month:
 Svc Req Name:
 Svc Req K:

In the example below, ALL PAL contracts for shipper "AAA Test Entity" are selected and the aggregate Park/Loan balances are displayed for all of AAA Test Entity's PAL contracts for the month of August 2016.

Production Month:
 Svc Req Name:
 Svc Req K:

Svc Req Name: AAA Test Entity
 Svc Req K: All K Start Date: N/A K Qty: N/A
 Rate Sched: All K End Date: N/A Begin Balance: 0
 Loc Name: All Last Alloc Day: 08/31/2016 Current Balance: -1,002

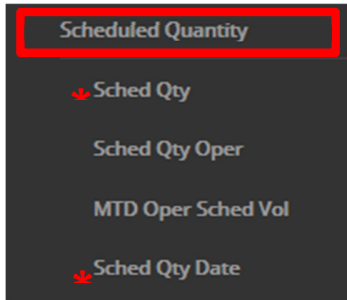
Date	Status	Park	Park Withdraw	Loan	Loan Payback	Daily Activity	Balance
1	Actual	0	0	0	0	0	0
2	Actual	0	0	0	0	0	0
3	Actual	0	0	0	0	0	0
4	Actual	0	0	0	0	0	0
5	Actual	0	0	0	0	0	0
6	Actual	0	0	0	0	0	0
7	Actual	0	0	0	0	0	0
8	Actual	0	0	0	0	0	0
9	Actual	0	0	0	0	0	0
10	Actual	0	0	0	0	0	0
11	Actual	0	0	0	0	0	0
12	Actual	0	0	0	0	0	0
13	Actual	0	0	0	0	0	0
14	Actual	0	0	0	0	0	0
15	Actual	0	0	0	0	0	0
16	Actual	0	0	0	0	0	0
17	Actual	0	0	0	0	0	0
18	Actual	0	0	0	0	0	0
19	Actual	0	0	0	0	0	0
20	Actual	0	0	0	0	0	0
21	Actual	0	0	0	0	0	0
22	Actual	0	0	0	0	0	0
23	Actual	0	0	0	0	0	0
24	Actual	0	0	0	0	0	0
25	Actual	997	0	-1,000	0	-3	-3
26	Actual	798	-997	-800	0	-999	-1,002
27	Actual	0	0	0	0	0	-1,002
28	Actual	0	0	0	0	0	-1,002
29	Actual	0	0	0	0	0	-1,002
30	Actual	0	0	0	0	0	-1,002
31	Actual	0	0	0	0	0	-1,002



Scheduled Quantity Reports for Shippers

Scheduled Quantity reports are designed to provide the shipper with the scheduled quantities for a specific contract and cycle during the gas day.

In TC PLUS, Scheduled quantity reports for Shippers are accessed under the **Scheduled Quantity** heading on the left-hand side.



Sched Qty – Scheduled Quantity report shows the scheduled volumes for a given gas day, cycle and contract.

| SCHED QTY

Gas Day **Cycle** **Service Requester** **Contracts**

The report will give you a Receipt and Delivery Total breakdown by Svc Req K.

| SCHED QTY

Gas Day **Cycle** **Service Requester** **Contracts**

TSP Name: Great Lakes Gas Transmission Limited Partnership
TSP: 046077343

Dates	Details
Beginning Date: 05/16/2018 Ending Date: 05/17/2018 Cycle: Evening	Beginning Time: 9:00 AM CCT Ending Time: 9:00 AM CCT Service Requester Name: ABC Company Service Requester: 002233445 Statement Date/Time: 05/16/2018 1:46 PM CCT

Svc Req K	Rec Loc Name	Rec Loc	Up Name	Up ID	Up K	Rec Qty	Rec Rank	Del Loc Name	Del Loc	Dn Name	Dn ID	Dn K	Del Qty	Del Rank	Pkg ID	Fuel Qty	TT	RR	
20051	EMERSON...	6233975	MyGasCo	888444222	20060	1,459	2	RATTLERU...	720047	ABC Company	002233445	ANY	1,459	2		0	Current...	CBL	
20051	EMERSON...	33975	ABC Company	002233445	GAS1	500	1	MUTTONVIL...	720048	ABC Company	002233445	20052	500	1		0	Current...	PRR	
						Receipt Total	1,959							Delivery Total	1,959				
20089	EMERSON...	6233975	MyGasCo	888444222	20060	4,541	1	CARLTON	11842	ABC Company	002233445	ABC	4,541	1		0	Current...	CBL	
						Receipt Total	4,541							Delivery Total	4,541				
						Receipt Grand Total	6,500							Delivery Grand Total	6,500				



Sched Qty Date – Scheduled Quantity by Date report provides the filtering option to view scheduled quantities for a given range of dates. With this report, shippers have a variety of additional options to filter by and may export the data through printing, csv, excel and pdf format.

SCHED QTY BY DATE

Beg Date: 05/16/2018 End Date: 05/16/2018 Svc Req Name: -- All -- Svc Req K: -- All -- Rate Sched: -- All --

Cycle: Evening Nom ID: Rec Loc Name: -- All -- Del Loc Name: Up K: Dn K: Rows Per Page: 25 rows Retrieve

TSP Name: Great Lakes Gas Transmission Limited Partnership
TSP: 046077343

Total Records: 13

Gas Day	Svc Req Name	Svc Req K	Nom ID	Rate Sched	Rec Loc Name	Up Name	Up K	Rec Rank	Rec Nom Qty	Rec Sched Qty	Del Loc Name	Dn Name	Dn K	Del Rank	Del Nom Qty	Del Sched Qty	Fuel Qty	
05/16/2018	123Comp	20046	21560	IT	EMERSON MC	MyGasCo	20060	3	5,000	5,000	ALPINE	123Comp	ANY	3	5,000	5,000	0	
05/16/2018	ABC Company	20051	21494	FT	EMERSON REC...	ABC Company	GAS1	1	1,000	500	MUTTONVILLE D...	ABC Company	20052	1	1,000	500	0	
05/16/2018	ABC Company	20051	21561	FT	EMERSON MC	MyGasCo	20060	2	4,500	1,459	RATTLERUN DE...	ABC Company	ANY	2	4,500	1,459	0	
05/16/2018	ABC Company	20089	21559	FT	EMERSON MC	MyGasCo	20060	1	14,000	4,541	CARLTON	ABC Company	ABC	1	13,999	4,541	0	
05/16/2018	MyGasCo	20059	21542	IT	EMERSON REC...	ABC Company		1	5,001	2,500	DEWARD DELIV...	123Comp	12345	1	5,000	2,500	0	
05/16/2018	MyGasCo	20060	21516	Market Center	EMERSON REC...	TestEntity	SUPPLY	3	2,000	2,000	EMERSON MC	XYZCo	20072	3	2,000	2,000	0	
05/16/2018	MyGasCo	20060	21520	Market Center	EMERSON REC...	TestEntity	SUPPLY	2	5,000	5,000	EMERSON MC	123Comp	20046	2	5,000	5,000	0	
05/16/2018	MyGasCo	20060	21521	Market Center	EMERSON REC...	TestEntity	SUPPLY	4	4,500	1,459	EMERSON MC	ABC Company	20051	4	4,500	1,459	0	
05/16/2018	MyGasCo	20060	21555	Market Center	EMERSON REC...	TestEntity	SUPPLY	4	14,000	4,541	EMERSON MC	ABC Company	20089	4	14,000	4,541	0	
05/16/2018	XYZCo	20071	21556	FT	EMERSON REC...	ABC Company	ANY	1	2,000	1,500	MUTTONVILLE D...	TestEntity	ANY	1	2,000	1,500	0	
05/16/2018	XYZCo	20071	21557	FT	DEER RIVER	ABC Company	ANY	1	1,000	1,000	DULUTH	MyGasCo	ANY	1	1,000	1,000	0	
05/16/2018	XYZCo	20071	21558	FT	RAPID RIVER	ABC Company	ANY	1	1,500	1,500	CHINA TWP	123Comp	ANY	1	1,500	1,500	0	
05/16/2018	XYZCo	20072	21562	IT	EMERSON MC	MyGasCo	20060	1	2,000	2,000	ST IGNACE	XYZCo	123	1	2,000	2,000	0	
									Receipt Total	61,501	33,000				Delivery Total	61,499	33,000	0

Shippers that act as agents for other shippers have the option to review and download reports as the agent.

OPERATOR / OBA INFORMATION

Confirmations

Confirmations in TC PLUS follow the current NAESB standards for confirmation deadlines. For more information on these deadlines please refer to the **Nomination & Confirmation Timelines** section earlier in this guide.

Operators can confirm volumes under the Confirmation Entry screen for all NAESB cycles.

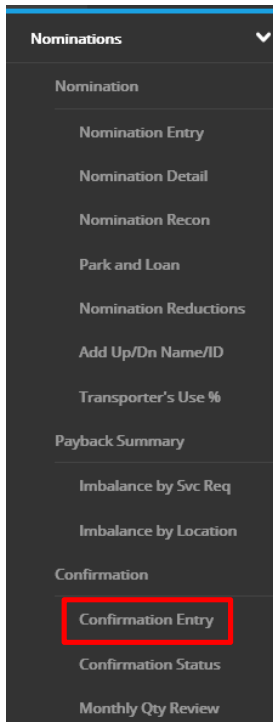
Operators may elect to be either Active or Passive for Confirmations.

If an operator is passive, all volumes that are nominated with confirmable supply/market will schedule fully for each cycle. Even if an operator is set up as passive, it is still possible to confirm actively in TC PLUS using the Confirmation Entry screen.



Active operators must confirm any new volumes nominated to a location for a gas day.

To access the Confirmation Entry screen, from the **Nominations** Menu under **Confirmation**, select **Confirmation Entry**.



Users will be directed to the screen below.

Return to Confirmation Status | CONFIRMATION ENTRY: EMERSON RECEIPT

Gas Day: 5/15/2018 | Cycle: Evening | Operator: --Select One-- | Location: EMERSON RECEIPT | Retrieve

Dates

Beg Date: 05/15/2018 9:00 AM CCT
 End Date: 05/16/2018 9:00 AM CCT
 Cycle: Evening

Details

Conf Req Name: Great Lakes Gas Transmission Limited Partnership
 Conf Req: 046077343
 Conf Pty Name: Transcanada Pipelines Limited
 Conf Pty: 249052259

Loc Name	K Flo	Svc Req Name	Svc Req	Svc Req K	Up/Dn Name	Up/Dn ID	Up/Dn K	Nom Qty	Pretim Qty	Confirmed Qty	End Date	Conf Sub Cycle	RR	Last Updated By	Conf Trk ID	Action	
EMERSON RECEIPT	R	MyGasCo	88844222	20060	123Comp	217317417	SUPPLY	2,000	2,000		5/16/2018	<input checked="" type="checkbox"/>		TCPlus Testuser 04/18/2018 9:55 AM CCT		Detail	
EMERSON RECEIPT	R	ABC Company	002233445	20051	ABC Company	002233445	GAS1	12,201	12,201		5/16/2018	<input checked="" type="checkbox"/>		TCPlus Testuser 04/18/2018 9:55 AM CCT		Detail	
EMERSON RECEIPT	R	MyGasCo	88844222	20060	ABC Company	002233445	SUPPLY	5,000	5,000		5/16/2018	<input checked="" type="checkbox"/>		TCPlus Testuser 04/18/2018 9:55 AM CCT		Detail	
EMERSON RECEIPT	R	TestEntity	451245124	20065	ABC Company	002233445	UP	53,004	18,675		5/16/2018	<input checked="" type="checkbox"/>		TCPlus Testuser 04/18/2018 9:55 AM CCT		Detail	
EMERSON RECEIPT	R	MyGasCo	88844222	20060	TestEntity	451245124	SUPPLY	14,000	14,000		5/16/2018	<input checked="" type="checkbox"/>		TCPlus Testuser 04/18/2018 9:55 AM CCT		Detail	
EMERSON RECEIPT	R	XYZCo	504332419	20071	TestEntity	451245124	123	45,000	45,000		5/16/2018	<input checked="" type="checkbox"/>		TCPlus Testuser 04/18/2018 9:55 AM CCT		Detail	
EMERSON RECEIPT	R	123Comp	217317417	20045	XYZCo	504332419	TEST	12,001	12,001		5/16/2018	<input checked="" type="checkbox"/>		TCPlus Testuser 04/18/2018 9:55 AM CCT		Detail	
EMERSON RECEIPT	R	MyGasCo	88844222	20060	XYZCo	504332419	SUPPLY	4,500	4,500		5/16/2018	<input checked="" type="checkbox"/>		TCPlus Testuser 04/18/2018 9:55 AM CCT		Detail	
Total Receipt Qty									147,706	113,377							
Total Delivery Qty									0	0							
Net Qty									(0)	(0)							



This screen will default to the first Location that needs to be confirmed.

All shipper nominations will display and Operators will need to confirm volumes under the "Confirm Qty" column.

The following data fields are displayed:

- Loc Name – Location Name
- K Flo – Receipt (R) or Delivery (D)
- Svc Req Name – Shipper's Name on pipe
- Svc Req K – Shipper's Contract on pipe
- Up/Dn Name – Shipper's name on other pipe
- Up/Dn ID – Shipper's Duns number on other pipe
- Up/Dn K – Shipper's Contract number on other pipe
- Nom Qty – Quantity nominating on pipe
- Prelim Qty – Preliminary quantity to be confirmed by pipe
- Confirmed Qty – Quantity that Operator confirms
- End Date – End date of confirmed volume – default is 1 gas day
- Conf Sub Cycle – Click to allow confirmed volume to roll for next cycle
- RR – Reduction Reason code
- Last Updated By – logon id information for last person confirmed
- Conf Trk ID – ID created by pipe for tracking purposes for EDI confirmations







Operators can either select “Confirm All” to populate the Confirmed Qty column, or confirm volumes for each row individually.

The “Conf Sub Cycle” column is checked by default. This indicates that the confirmed volumes will continue to be confirmed for subsequent cycles for the gas day. “Conf Sub Cycle” may be unchecked if Operator does not want the volumes to be automatically confirmed for the remainder of the gas day.

Clicking “Submit” at the top right hand corner will save all the confirmed volumes.

Operators are also able to print and export data from the Confirmation screen.

Return to Confirmation Status | CONFIRMATION ENTRY: EMERSON RECEIPT





Gas Day: 5/15/2018 Cycle: Evening Operator: Transcanada Pipelines Limited Location: EMERSON RECEIPT [Retrieve](#)

Dates

Beg Date: 05/15/2018 9:00 AM CCT
 End Date: 05/16/2018 9:00 AM CCT
 Cycle: Evening

Details

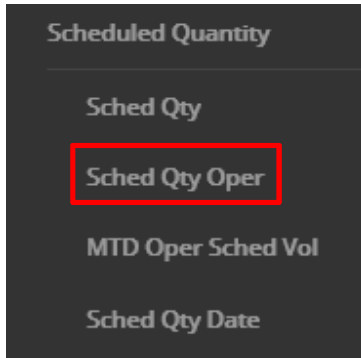
Conf Req Name: Great Lakes Gas Transmission Limited Partnership
 Conf Req: 046077343
 Conf Ply Name: Transcanada Pipelines Limited
 Conf Ply: 249052259

Loc Name	K Flo	Svc Req Name	Svc Req	Svc Req K	Up/Dn Name	Up/Dn ID	Up/Dn K	Nom Qty	Prelim Qty	Confirmed Qty	End Date	Conf Sub Cycle	RR	Last Updated By	Conf Trk ID	Action
EMERSON RECEIPT	R	MyGasCo	888444222	20060	123Comp	217317417	SUPPLY	2,000	2,000	2,000	5/16/2018	<input checked="" type="checkbox"/>		TCPlus Testuser 04/18/2018 9:55 AM CCT		Detail
EMERSON RECEIPT	R	ABC Company	002233445	20051	ABC Company	002233445	GAS1	12,201	12,201	12,201	5/16/2018	<input checked="" type="checkbox"/>		TCPlus Testuser 04/18/2018 9:55 AM CCT		Detail
EMERSON RECEIPT	R	MyGasCo	888444222	20060	ABC Company	002233445	SUPPLY	5,000	5,000	3,500	5/16/2018	<input checked="" type="checkbox"/>		TCPlus Testuser 04/18/2018 9:55 AM CCT		Detail
EMERSON RECEIPT	R	TestEntity	451245124	20065	ABC Company	002233445	UP	53,004	18,675	18,675	5/16/2018	<input checked="" type="checkbox"/>		TCPlus Testuser 04/18/2018 9:55 AM CCT		Detail
EMERSON RECEIPT	R	MyGasCo	888444222	20060	TestEntity	451245124	SUPPLY	14,000	14,000	14,000	5/16/2018	<input checked="" type="checkbox"/>		TCPlus Testuser 04/18/2018 9:55 AM CCT		Detail
EMERSON RECEIPT	R	XYZCo	504332419	20071	TestEntity	451245124	123	45,000	45,000	45,000	5/16/2018	<input checked="" type="checkbox"/>		TCPlus Testuser 04/18/2018 9:55 AM CCT		Detail
EMERSON RECEIPT	R	123Comp	217317417	20045	XYZCo	504332419	TEST	12,001	12,001	12,001	5/16/2018	<input checked="" type="checkbox"/>		TCPlus Testuser 04/18/2018 9:55 AM CCT		Detail
EMERSON RECEIPT	R	MyGasCo	888444222	20060	XYZCo	504332419	SUPPLY	4,500	4,500	4,500	5/16/2018	<input checked="" type="checkbox"/>		TCPlus Testuser 04/18/2018 9:55 AM CCT		Detail
								Total Receipt Qty	147,706	113,377	111,877					
								Total Delivery Qty	0	0	0					
								Net Qty	(R) 147,706	(R) 113,377	(R) 111,877					

Operators can sign up to receive Scheduled Quantity Operator reports at the end of each cycle. Please refer to the section **Contact Set Up to Receive Reports** later in this manual for more information regarding how to sign up for this feature.

Scheduled Quantity Operator

Scheduled Quantity Operator report shows the scheduled volumes for operators based on gas day, cycle and location.



Select desired Gas Day, Cycle and Location and click **Retrieve** to view report.

SCHED QTY OPER

Gas Day: 05/15/2018 | Cycle: Timely | Recipient: XYZCo | Location Name: -- All -- | **Retrieve**

Dates
 Beginning Date: 05/15/2018 | Beginning Time: 9:00 AM CCT
 Ending Date: 05/16/2018 | Ending Time: 9:00 AM CCT
 Cycle: Timely

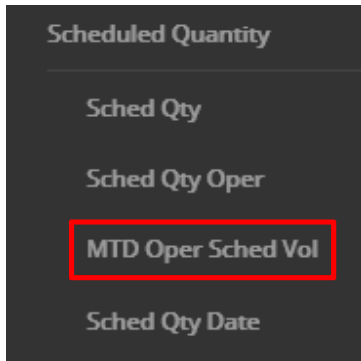
Details
 Preparer Name: Great Lakes Gas Transmission Limited Partnership
 Preparer ID: 046077343
 Recipient Name: XYZCo
 Recipient ID: 006958581
 Statement Date/Time: 04/18/2018 12:51 PM CCT

Loc Name	Loc	K Flo	Up/Dn Name	Up/Dn ID	Up/Dn K	Svc Req Name	Svc Req	Svc Req K	Qty
DEWARD DELIVERY	720039	D	TestEntity	451245124	6554	ABC Company	002233445	20052	1,800
DEWARD DELIVERY Total Delivery Qty									1,800
DEWARD DELIVERY Total Receipt Qty									0
DEWARD DELIVERY Total Net Qty									(D) 1,800
FORTUNE LAKE	11655	D	ABC Company	002233445	123	123Comp	217317417	20045	12,000
FORTUNE LAKE Total Delivery Qty									12,000
FORTUNE LAKE Total Receipt Qty									0
FORTUNE LAKE Total Net Qty									(D) 12,000
MUTTONVILLE DELI...	720048	D	ABC Company	002233445	20052	ABC Company	002233445	20051	1,000
MUTTONVILLE DELIVERY Total Delivery Qty									1,000
MUTTONVILLE DELIVERY Total Receipt Qty									0
MUTTONVILLE DELIVERY Total Net Qty									(D) 1,000



Month to Date Operator Scheduled Quantity

The Month to Date Operator Scheduled Quantity report allows Operators to view scheduled volumes for all contracts for a single month.



Select desired Month, Recipient (if agent) and Location Name and click **Retrieve** to view report. The data is displayed in a matrix format.

| MTD OPER SCHED VOL DETAIL

Date	Recipient	Location Name	Retrieve
05/2018	-- Select One --	-- All --	

Details	
Preparer Name:	Great Lakes Gas Transmission Limited Partnership
Preparer ID:	046077343
Recipient Name:	ANR Pipeline Company
Recipient ID:	006958581
Statement Date/Time:	04/18/2018 12:52 PM CCT

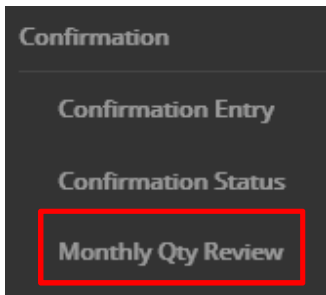


Monthly Quantity Review for Operators

The Monthly Quantity Review screen reflects the pipeline's final, end of day, scheduled volume for each day in the month.

After the close of each gas day's final cycle, final volumes are available for review. The intent is to give pipeline interconnect operators the ability to verify the pipeline's scheduled volumes. This helps with identifying and reconciling mismatches.

The **Monthly Qty Review** screen is accessed in TC PLUS under the **Confirmation** menu.



When **Monthly Qty Review** is selected, users are directed to the screen below. Filter options can be modified to display desired information:

MONTHLY QTY REVIEW

Gas Year: 2018 | Gas Month: May | Operator: XYZCo | Locations: 2 selected | Retrieve

TSP Name: Great Lakes Gas Transmission Limited Partnership
TSP: 046077343

EMERSON RECEIPT					
Receipt					
Gas Day	Location	Scheduled Qty	Interconnect Verified Qty	Variance	Last Updated By
5/15/2018	EMERSON RECEIPT	37,345	0	37,345	
Total		37,345	0		
Delivery					
Gas Day	Location	Scheduled Qty	Interconnect Verified Qty	Variance	Last Updated By
Total		0	0		
NET TOTAL		37,345	0		

ST CLAIR DELIVERY					
Receipt					
Gas Day	Location	Scheduled Qty	Interconnect Verified Qty	Variance	Last Updated By
Total		0	0		
Delivery					
Gas Day	Location	Scheduled Qty	Interconnect Verified Qty	Variance	Last Updated By
5/15/2018	ST CLAIR DELIVERY	11,724	0	11,724	
Total		11,724	0		
NET TOTAL		-11,724	0		



If the operator enters a volume in the "Interconnect Verified Qty" column that is different from the "Scheduled Qty" number, the difference will display in the "Variance" column.

If a variance occurs, both interconnects are mutually responsible for communicating with one another and addressing the discrepancy in a timely manner.

TC PLUS requires that these volumes be verified no later than 9:00 AM Central Time on the 2nd business day of the month for the prior month.



OBA Reporting

Flowing Gas Menu

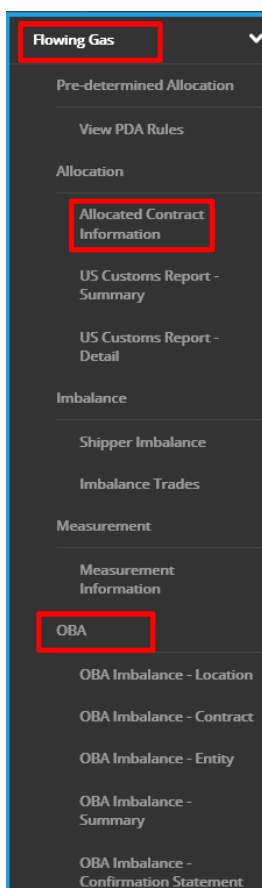
On the Flowing Gas menu, OBA balances can be viewed in multiple locations and formats.

Allocated Contract Information

A simple month-to-date view can be seen if the contract is pulled up by selecting **“Allocated Contract Information”** under the Allocation submenu in addition to any allocated transportation contracts.

OBA

The main area for viewing OBA information is under the OBA subsection. Click on Flowing Gas, under OBA:



OBA Imbalance – Location

This report provides a narrowed view to a specific location and will provide the running balance for that location.

Select, the Production and Accounting Period month/year. If an operator manages multiple locations, or is an agent for multiple locations, it is necessary to choose the location from the Loc Name drop down (some locations will be for a flow direction).

OBA IMBALANCE - LOCATION

Prod Period: 02/2018 Accounting Period: 02/2018 Dir Flo: D Loc: 720048 Loc Name: MUTTONVILLE DELIVERY Retrieve

- Positive = Due From Transportation Service Provider
- Negative = Due To Transportation Service Provider

Day	Scheduled (DTH)	Backoff Qty	Measured (DTH)	Daily Imbalance	Cumulative Imbalance	BOM Imbalance	Actions
						(47,067)	Expand all
1	3,967	0	45,583	(41,616)	(88,683)		
2	3,967	0	54,221	(60,254)	(138,937)		
3	3,967	0	115,769	(111,802)	(250,739)		
4	3,967	0	82,319	(78,352)	(329,091)		
5	0	0	0	0	(329,091)		
Total Scheduled		Total Backoff	Total Measured	Net Daily Imbalance	MTD Imbalance		
15,868		0	297,892	(282,024)	(329,091)		

OBA Imbalance - Contract

This will be the primary view for all the activity and contract cumulative. Enter the Production and Accounting Period and the contract number in the filter section of the screen and each location for the contract will be displayed. The location daily balance is similar to the OBA Imbalance – Location.

OBA IMBALANCE - CONTRACT

Prod Period	Accounting Period	Svc Req K	Locations	
<input type="text" value="02/2018"/>	<input type="text" value="02/2018"/>	<input type="text" value="20028"/> ▼	<input type="text" value="2 selected"/>	<input type="button" value="Retrieve"/>

- Positive = Due From Transportation Service Provider
- Negative = Due To Transportation Service Provider

Receipt - ST CLAIR RECEIPT - Loc: 710019

Day	Scheduled (DTH)	Backoff Qty	Measured (DTH)	Daily imbalance	Actions ■ Expand all
1	2,000	0	0	(2,000)	
2	2,000	0	0	(2,000)	
3	2,000	0	0	(2,000)	
4	2,000	0	0	(2,000)	
5	0	0	0	0	
6	0	0	0	0	
Total Scheduled		Total Backoff	Total Measured	Net Daily Imbalance	
8,000		0	0	(8,000)	



The bottom section of the screen will have a summary section in which all locations for a given contract are tabulated together and the cumulative OBA balance is calculated.

- BOM – stands for Beginning of Month
- EOM – stands for End of Month

This screen also allows users to see the cumulative balance at a specific location. By using the locations drop down menu and selecting only one location or a combination of locations users can view that locational cumulative imbalance, which can assist in prioritizing payback and OBA management.

Summary

				BOM Imbalance
				0
Day	Net Scheduled (DTH)	Net Measured (DTH)	Net Daily imbalance	Cumulative Imbalance
1	10,874	2,048	8,826	8,826
2	10,874	3,769	7,105	15,931
3	7,500	4,153	3,347	19,278
4	10,874	4,427	6,447	25,725
5	10,874	6,723	4,151	29,876
Total Scheduled		Total Measured	Current Month Net Imbalance	EOM Imbalance
50,996		21,120	29,876	29,876

OBA Imbalance – Entity

This screen provides a view of the combined imbalance position for a Service Requester and is primarily for those with multiple OBA contracts.

To retrieve data, select Service Requestor Name, Production and Accounting Period. This view is the summation of all OBA contracts associated with a given Service Requestor.

OBA IMBALANCE AT ENTITY

Service Requester Name XYZCo	DUNS 123456789	Prod Period 02/2018	Accounting Period 02/2018	Contracts 22222; 22354; 22333	Retrieve
---------------------------------	-------------------	------------------------	------------------------------	----------------------------------	--------------------------

- Positive = Due From Transportation Service Provider
- Negative = Due To Transportation Service Provider

Day	Net Scheduled (DTH)	Backoff Qty	Net Measured (DTH)	Net Daily imbalance	Cumulative Imbalance	BOM Imbalance
1	(11,877)	0	(803,261)	791,584	1,717,093	925,500
2	(15,452)	0	(730,138)	723,688	2,440,779	
3	(15,448)	0	(870,881)	855,433	3,298,212	
4	(15,444)	0	(803,963)	788,519	4,084,731	
5	-	0	0	0	4,084,731	
6	-	0	0	0	4,084,731	
Total Scheduled		Total Backoff	Total Measured	Current Month Net Imbalance	EOM Imbalance	
(58,021)		0	(3,217,243)	3,159,222	4,084,731	



OBA Imbalance – Confirmation Statement

This will provide the contract imbalance for a closed month.

The Confirmation Statement(s), as stipulated by the OBA contract, provide(s) a mechanism for confirming agreement or disagreement of the balances.

To retrieve data:

- Select Date
- Select Svc Req Name
- Click Retrieve

Selection results will appear.

Click the View link under “Actions”

A PDF document will be downloaded for review

All OBA contract holders should verify the information contained in the OBA Confirmation Statement and return a signed copy of the Statement to the contacts listed on the statement by e-mail or facsimile. Contract holders should indicate agreement or disagreement with the stated values.

OBA CONFIRMATION STATEMENT

Date	Svc Req Name	Retrieve
01/2018	XYZCo	

Svc Req Name	Svc Req K	Actions
XYZCo	22222	View
XYZCo	22354	View
XYZCo	22333	View



Great Lakes Gas Transmission Limited Partnership

Operational Balancing Agreement For the Production Month of January 2018

Statement Date Time	Tuesday, February 06, 2018	Positive = Due From Transportation Service Provider Negative = Due To Transportation Service Provider	Internal Contact / Phone / Email Primary: Secondary:
----------------------------	----------------------------	--	---

Svc Req K	22222	Beg Imb DTH	0
Svc Req	123456789	Prod Mo Imb	1,015,597
Svc Req Name	XYZCo	End Imb DTH	1,015,597

Loc Name	Loc ID	Scheduled Receipts	Metered Receipts	Scheduled Deliveries	Metered Deliveries	Imbalance
EMERSON DELIVERY	720058	0	0	2,000	0	2,000
EMERSON RECEIPT	33975	16,660	1,030,257	0	0	1,013,597
Total		16,660	1,030,257	2,000	0	1,015,597

External Contact / Phone / Fax / Email Primary: Secondary:	Comments	Agreed <input type="checkbox"/> / Disagreed <input type="checkbox"/> on this ____ day of _____, 2018 by _____
---	-----------------	---

NOTE: This Statement contains proxy data and that is for informational purposes only and should not be construed to be actual OBA Confirmation Statement information.

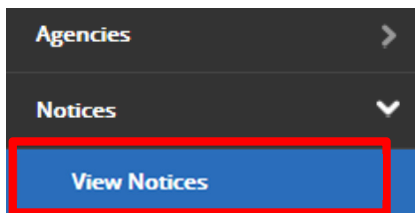


Notices

The various notice types defined by NAESB may be accessed (a) from within TC PLUS, or (b) via the Informational Postings website.

Viewing Notices From within TC PLUS

To view notices within TC PLUS, from the **TC PLUS menu**, select **Notices**, then Select **View Notices**.

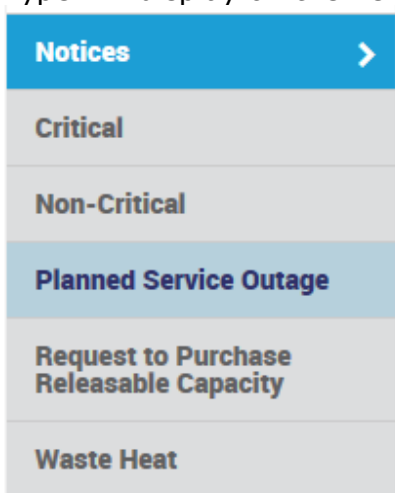


Users will be directed to the screen below. Select desired filter criteria and then click on Retrieve.

Notice Indicator	Notice Type	Notice Status	Notice Eff Date	Notice End Date	Retrieve
-- Select One -- Critical Non-Critical Planned Service Outage Waste Heat Request to Purchase Releasable Capacity		-- Select One --	mm/dd/yyyy	mm/dd/yyyy	Retrieve

Viewing Notices via Informational Postings website

From the pipeline's Informational Postings website, select **Notices**, located on the left side menu, then select the desired notice indicator. Notices of the selected Notice Type will display on the next screen.





Users can also refine their search for notices based on drop downs for Notice Type and Notice Start date as well as Notice Effective Date, as shown below:

Home > Non-Critical Notices

Non-Critical Notices

TSP Name: Great Lakes Gas Transmission Limited Partnership

TSP: 046077343

Notice Type **Notice Stat** **Notice Eff Date**

-- Select -- -- Select One -- mm/dd/yy **Retrieve**

Notices

Search...

Check all Uncheck all

Notice Type	Postin Date/T		Rsp Date/Time	Prior Notice	Notice Status	Attachments	Actions
No notices exist.							

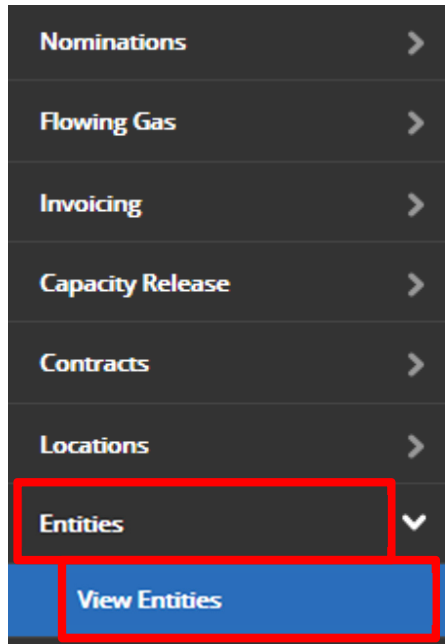
- Auction Notice
- Bill & Pymt
- Constraint
- Cap Disc
- Cap Rel



Setting Up Contacts to Receive Reports

Operators and Shippers can set themselves up to receive emailed reports for Scheduled Volumes. This process is managed under Entities in TC PLUS.

On the **TC PLUS Customer Activities Menu**, select **Entities**, located on the lower left hand side, then **View Entities**.



Next, click on the legal entity name.

[VIEW ENTITIES](#)

Entity Name	Duns	Status	Pipelines		
<input type="text" value="xyz"/>	<input type="text" value="Select or start ty"/>	<input type="text" value="Select or start typing"/>	<input type="text" value="Select or start ty"/>	<input type="button" value="Retrieve"/>	<input type="button" value="Clear"/>

Legal Entity Name	Entity Short Name	Entity ID	DUNS ID	Status	Pipelines
XYZCo	XYZCo	668	504332419	Active	Great Lakes

Total Records:
1



A new screen with tabs will appear:

[Return to Entity List](#) | [VIEW ENTITY DETAILS](#)

Entity | Addresses | **Contacts**

Contacts

[Add Contact+](#)

i The highlighted contacts are attached to external users and can only be removed if the corresponding user is inactive.

Contact Id	First Name	Last Name	Title	Country	Work Phone	Email	IM Type	IM Id	Type	Address	Actions
18424	Thomas	Poppy			(333) 333-3333	scrambled@by.build					Edit
18431	Barry	Bloom			(000) 000-0000	scrambled@by.build					Edit

[Add Contact+](#)

Select the **Contacts** tab and either edit a current contact or select the **Add Contact+** link to create a new one.

The field **Contact Type:** is where users can select the desired report(s). Nominations are for shippers and Confirmations are for operators.

Add Contact

First Name: Initial: Last Name:

Title: Country:

Contact Type:

- Nominations
- Confirmations

Phone:

By selecting the Contact Type "**Nominations**" users will automatically receive by email the Scheduled Qty by Shipper report.

By selecting the Contact Type "**Confirmations**" users will automatically receive by email the Scheduled Qty by Operator report.