

## Gas Scheduling Quick Reference Guide

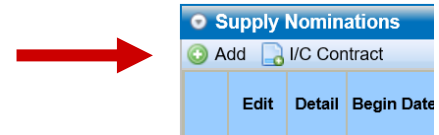
Log in to Customer Interface: <https://noms.wei-pipeline.com>

Pipeline Customer Activities ⇒ Nominations ⇒ Nominations Maintenance

### Nomination Basics

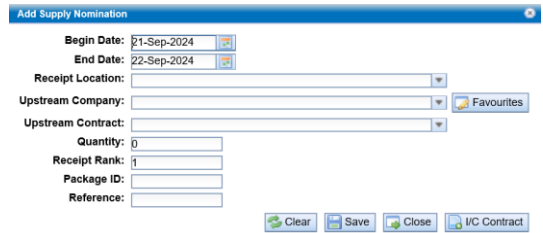
#### Add a Nomination

Click on the Add button under Supply, Transport, and/or Market Nominations:

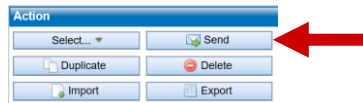


#### Send Nominations

After entering nomination details you will be prompted to Save:

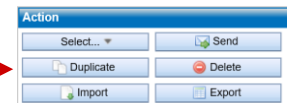


After the nomination has been saved you **must Send** the nomination to submit it for the next scheduling cycle:



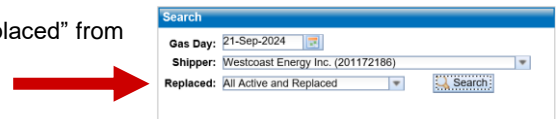
#### Edit a Sent Nomination

To edit a nomination that has already been Sent you must select the nomination and click on the Duplicate option. Edit the duplicated nomination as required, Save and Send. This will *replace* the previous nom for the next scheduling cycle.



A Sent nomination *cannot* be deleted; it must be duplicated and the volume zeroed out, Saved and Sent. If the volume is being reduced on an Intra-Day cycle it can *only* be reduced down to the Elapsed Pro-rata Scheduled Quantity (EPSQ).

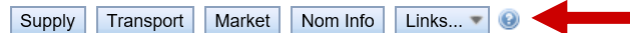
To view Replaced nominations in the Search panel select "All Active and Replaced" from the Replaced drop-down menu.



#### Help

Click on the Question Mark beside the Navigation buttons to access a Nominations Maintenance Screen Quick Reference Card.

Navigation



#### Tariff











Detailed information on Nominations can be found in the Tariff in Article 4: Shipper Notifications, Nominations, Authorization of Service and Deliveries of Gas for Service; specifically in sections 4.05 – 4.12.



## Nomination Cut Mitigation

Prior to submitting your nomination, please follow this guide to minimize cuts.

### Status/Validation

Supply Nominations																								
	VC Contract																							
		Begin Date	End Date	Receipt Location	Service	Receipt Quantity	Scheduled Receipt Quantity	Diff.	EPSQ	Res Rank	Upstream Company	Upstream Contract	Package ID	Reference	Status	Validation	Transmitted Date/Time CDT	Nom ID						
Transport Nominations																								
		Fuel Ratios																						
		Begin Date	End Date	Receipt Location/ Delivery Location Segment	Service	Svc Cl	Div Type	Bid Price (\$/10m³)	Receipt Quantity	Delivery Quantity	Scheduled Receipt Quantity	Scheduled Delivery Quantity	Diff.	EPSQ	Res Rank	Del Rank	Fuel	Sched Fuel	Package ID	Reference	Status	Validation	Transmitted Date/Time CDT	Nom ID
Market Nominations																								
	VC Contract																							
		Begin Date	End Date	Delivery Location	Service	Delivery Quantity	Scheduled Delivery Quantity	Diff.	EPSQ	Del Rank	Downstream Company	Downstream Contract	Package ID	Reference	Status	Validation	Transmitted Date/Time CDT	Nom ID						

**Accepted/Valid:** Nominations have been accepted and applied to the current cycle.

Status	Validation
Accepted	Valid

**Saved:** Nomination has been Saved but has **not** been Submitted. If a Nomination is Submitted and is Not Valid, it will remain in Saved status until it has been corrected. SAVED nom means 'you' know about it / SENT nom means 'we' know about it. SENT noms cannot be deleted. The only option is to zero them out.

Status	Validation
Saved	Not Valid

**Not Valid:** This Validation message will come if:

- A Nomination for multiple days is submitted past the Timely cycle
- A Nomination quantity is reduced to below EPSQ (refer to Customer Activities/Nominations/EPSQ Forecaster)



Type	Message
Error	Standing Nominations are only accepted for Timely cycle.

**Pending/Warning:** Nominations have been submitted past gas cycle deadline and will be applied to the next gas cycle automatically.

Status	Validation
Pending	Warning

Gas Cycle	Deadline (Pacific)	Deadline (Mountain)	Deadline (Central)
TME	11:15	12:15	13:15
EVE	16:15	17:15	18:15
ID1	07:15	08:15	09:15
ID2	12:45	13:45	14:45
ID3	17:15	18:15	19:15

### Balanced Nominations

Search

Gas Day: 24-Jun-2024

Shipper: Westcoast Energy Inc. (201172106)

Replaced: Active Only

Navigation: Supply Transport Market **Nom Info** Links

Gas Day: 24-Jul-2024 Shipper: Westcoast Energy Inc. Refresh

**Nominations Information**

Balancing

Package ID Filter:

Location	Nominated In			Nominated Out			Difference
	Transport	Supply	Total	Transport	Market	Total	
Total	0	0	0	0	0	0	0

Noms that are not balanced at each Location will result in a cut. After submitting Nominations click on the Nom Info and verify that the difference is zero across all the Locations.

## Contracted Entitlement

Nominations that are over Entitlement will receive an MDQ Warning, indicated by a yellow highlight on the Detail column.

Transport Nominations															
Add Prioritize Fuel Ratios															
	Edit	Detail	Begin Date	End Date	Receipt Location/ Delivery Location Segment	Service	Svc Cl	Div Type	Bid Price (\$/10³m³)	Receipt Quantity	Delivery Quantity	Scheduled Receipt Quantity	Scheduled Delivery Quantity	Diff.	EPSQ
<input type="checkbox"/>			01-Jul-2024	01-Aug-2024	Station #2 (273) to BC Hydro Fort Nelson Generating Plant (2812)	TNLH	IN			20,101	20,041	0	0	-20,041	

Click on the Nom Info button and refer to the Entitlement section for details.

Entitlement									
<input type="checkbox"/> Expand Firm <input type="checkbox"/> Expand Authorized Overrun <input type="checkbox"/> Expand Interruptible    Entitlement Report									
Contracted Service Segment/ Flow Segment	Service	Service Class	Div. Type	Entitlement	Accepted Noms	Saved Noms	Total Noms	Unutilized Entitlement	
Firm									
Authorized Overrun									
Interruptible									

Nominations over Entitlement will be cut down to Entitlement.

## Account Availability Quantity




Nominations with a DGAT that is over the Account Availability (AA) for that Receipt Point will be cut down to the Account Availability. Click on the Nom Info button and refer to the Account Availability section for details.

Account Availability				
Account Availabilities Report				
Location	SUS ID	AA Quantity	Total Noms	Remaining AA

Shippers may contact the CSR or Gas Scheduling Hotline to request an increase to their AA Quantity.

## Ranking

Shippers may prioritize Nominations through Ranking; the highest rank is 1 and lowest rank is 999. Ranks override Service Class – for example Firm is higher priority than Interruptible, but a Firm nomination with a lower ranking than an Interruptible nomination will be cut first.

Supply Nominations																							
	WC Contract																						
Edit	Detail	Begin Date	End Date	Receipt Location	Service	Receipt Quantity	Scheduled Receipt Quantity	Diff.	EPSC	Rec Rank	Upstream Company	Upstream Contract	Package ID	Reference	Status	Validation	Transmitted Date/Time CCT	Nom ID					
Transport Nominations																							
	Prioritize Fuel Ratios																						
Edit	Detail	Begin Date	End Date	Receipt Location/ Delivery Location Segment	Service	Svc Cl	Div Type	Bid Price (\$/10 <sup>3</sup> m <sup>3</sup> )	Receipt Quantity	Delivery Quantity	Scheduled Receipt Quantity	Scheduled Delivery Quantity	Diff.	EPSC	Rec Rank	Del Rank	Sched Fuel	Package ID	Reference	Status	Validation	Transmitted Date/Time CCT	Nom ID
Market Nominations																							
	WC Contract																						
Edit	Detail	Begin Date	End Date	Delivery Location	Service	Delivery Quantity	Scheduled Delivery Quantity	Diff.	EPSC	Del Rank	Downstream Company	Downstream Contract	Package ID	Reference	Status	Validation	Transmitted Date/Time CCT	Nom ID					

## Title Transfer (TT) Match

If the Receipt or Delivery Quantity does not match the Scheduled Receipt or Delivery Quantity on a TT Nomination, click on the Detail button. If the Reduction Reason is:

Confirming Party Reduction at Receipt Location

then confirm the Nomination Receipt Quantity with the Upstream Company.

Confirming Party Reduction at Delivery Location

then Confirm the Nomination Delivery Quantity with the Downstream Company.

## I/C Contract

Click on the I/C Contract icon for Supply and/or Market Nominations to ensure Interconnect (I/C) Contracts do not have an End Date and Contract info is entered correctly or left blank.

Supply Nominations

Add

I/C Contract

Market Nominations

Add

I/C Contract

Maintain Interconnect Contracts for Westcoast Energy Inc. (201172186)

Add

Save

Undo All


Show End Dated Contracts

Modified	Contract	Company	Contract Name	End Date
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## Reduction Reasons

If a Nomination is cut, clicking on the "Detail" icon will provide one of the following Reduction Reasons.

### Exceeded Contract MDQ

Transport Nominations															
Add Prioritize Fuel Ratios															
	Edit	Detail	Begin Date	End Date	Receipt Location/ Delivery Location Segment	Service	Svc Cl	Div Type	Bid Price (\$/10 <sup>3</sup> m <sup>3</sup> )	Receipt Quantity	Delivery Quantity	Scheduled Receipt Quantity	Scheduled Delivery Quantity	Diff.	EPSQ
<input type="checkbox"/>			01-Jul-2024	01-Aug-2024	Station #2 (273) to BC Hydro Fort Nelson Generating Plant (2812)	TNLH	IN			20,101	20,041	0	0	-20,041	

- This is the only error that provides a yellow highlight to the Detail and Scheduled Quantity fields of the nomination line.
- This means the Nomination is over Entitlement. Click the Nom Info button and refer to the Entitlements section for details.

### Confirming Party Reduction at Delivery Location

Status	Cycle	Posted	Receipt GJ	Diff	EPSQ	Reduction Reason
Nominated	Intraday 2	25-Apr-2024 11:46	80,000	0	30,000	
Scheduled	Intraday 2	25-Apr-2024 15:31	51,858	-28,142	30,000	Confirming Party Reduction at Delivery Location

- On a TT this means that the Delivery Quantity does not match with the Downstream Company; contact the Downstream Company to resolve.
- On a STDA this means that the Interconnect authorization (RFC) does not match; contact the Interconnecting Pipeline to resolve.

### Confirming Party Reduction at Receipt Location

Status	Cycle	Posted	Receipt GJ	Delivery GJ	Diff	Fuel	EPSQ	Reduction Reason
Nominated	Timely	29-Apr-2024 11:25	221,615	221,615	0	0	0	
Scheduled	Timely	29-Apr-2024 14:31	217,269	217,269	-4,346	0	0	Confirming Party Reduction at Receipt Location

- On a TT this means that the Receipt Quantity does not match with the Upstream Company; contact the Upstream Company to resolve.
- On a DGAT this means that the Receipt Quantity exceeds the Account Availability (AA). Click on the Nom Info button and refer to the Account Availability section for details.

### Pipeline Capacity Constraints

Status	Cycle	Posted	Receipt GJ	Delivery GJ	Diff	Fuel	EPSQ	Reduction Reason
Nominated		26-Mar-2024 09:10	77,665	75,956	0	1,709	0	
Scheduled	Timely	29-Apr-2024 14:31	73,221	71,610	-4,346	1,611	0	Pipeline Capacity Constraint

- Pipeline Capacity is posted daily via Critical Notice on the Westcoast Customer Interface. Reduced Capacity may result in Nomination cuts.
- If Capacity is lower than Firm, Shippers can access the Firm Shipper Share Report on CI (Customer Activities/Other Reports/S & T Firm Shipper Share). For more information on Scheduling Priorities refer to Pipeline Diversions on CI (Forms & References/References/Scheduling)

## Bid Prices is less than the Floor Price

Add Transportation Nomination ⚙️

Begin Date:

End Date:

Service Class:

Contracted Service:

Flow Segment:  🔍 Search

Bid Price (\$/10<sup>3</sup>m<sup>3</sup>):

Bid Price (\$/GJ): null

Floor Price (\$/10<sup>3</sup>m<sup>3</sup>): 27.340

Rec Quantity:

Del Quantity:

Fuel:

Rec Rank:

Del Rank:

Package ID:

Reference:

- T-South Interruptible Transport must be submitted with a Bid Price greater than or equal to the Floor Price.
- Please refer to CI: Forms & References/References/Scheduling/TS Biddable IT User Guide.

## Quantity Reduction Due to Bumping

### T-North Bumping Rules:

- Bumping only occurs in the Evening, ID1, and ID2 cycles. Bumping does not occur in the Timely or ID3 Cycles.
- Firm cannot bump Firm Secondary Tier 1 in the Evening, ID1, or ID2 cycles.
- Firm and Firm Secondary Tier 1 can bump Firm Secondary Tier 2, AO and IT in the Evening, ID1 and ID2 cycles.
- Firm Secondary Tier 2 can bump AO and IT in the Evening, ID1, and ID2 cycles.
- AO can bump IT in the Evening, ID1, and ID2 cycles.

### T-South Bumping Rules:

- Bumping only occurs in the Evening, ID1, and ID2 cycles. Bumping does not occur in the Timely or ID3 Cycles.
- Firm cannot bump Upstream Diversions in the Evening, ID1, or ID2 cycles.
- Firm and Upstream Diversions can bump AO, Downstream Diversions and IT in the Evening, ID1, and ID2 cycles.
- AO can bump Downstream Diversions and IT in the Evening, ID1, and ID2 cycles.
- Downstream Diversions can bump IT in the Evening, ID1, and ID2 cycles.

Note: A nomination will not be cut below EPSQ due to bumping.

## Need more help?

If you have further questions, please call the Scheduling Hotline at 1-403-699-1600 or toll free at 1-877-675-6747.