

**PROCEDURE:**

It is essential that MIPL(C)L receive accurate Nominations in order to optimize the pipeline system. MIPL(C)L needs to ensure that pipeline Capacity is available on the Days that Service is requested. This cannot be completed in the most efficient manner if Customers do not nominate accurately and can put Firm Customer commitments at risk when the Nomination for Capacity is not reflected in the actual daily activity.

Customer is required to place Nominations with MIPL(C)L to commence or alter any daily movements of Energy by the following procedures.

Nominations are to be submitted through the electronic web application on the Secure Zone.

Access to the Secure Zone will be made available upon submission of a completed TransGas Electronic Access Application form and selection of the applicable role(s).

In the event the access to the Secure Zone is unavailable, Nominations can be submitted by facsimile, or other electronic means as deemed appropriate at MIPL(C)L's sole discretion, until the web site becomes available.

Customer must place a Nomination with MIPL(C)L specifying the amount of Gas, in GJs, to be made available at the meter indicated on the Nomination at or before the deadlines as outlined in the DEADLINES section below. All Intra and Next Day changes will be accepted and confirmed with Interconnecting Pipelines on the current day. If the amount nominated is not confirmed the lowest nominated amount will flow. All times in this Nomination Procedure are stated as Central Clock Time (CCT).

All Nominations are to be submitted by contract and then meter including upstream and downstream mnemonics when applicable within each Business Party's Class of Service.

Customer must ensure that, where applicable, Nominations are also placed with Customer's producer, marketer, and any upstream or downstream pipeline.

Nominations will be available to view on the electronic web application on the Secure Zone.

- Nominations must indicate a start date and time and an end date; the end time will always be 09:00 hours CCT. The end date for MIPL(C)L Nomination can be no later than the current month.

**NOTICE OF NOMINATIONS NOT SCHEDULED DUE TO SYSTEM CONSTRAINTS OR NON-COMPLIANCE TO POLICY**

Confirmation and scheduled status are implicit unless notified otherwise. If Nominations are not scheduled by MIPL(C)L due to Capacity constraints or non-compliance with MIPL(C)L policy, business parties will be notified through the web application or other means. In Capacity constrained areas, Nominations may not be scheduled and Nominations will be pro-rated or cut, subject to provisions in the Tariff, and Customer will be contacted for potential next steps.

**DEFINITIONS OF TRANSPORTATION NOMINATION STATUS ON THE WEB NOMINATIONS APPLICATION IN THE SECURE ZONE**

Once a Nomination has been submitted (i.e. its status is *BUSINESS VALID*), it cannot be deleted. To change the dates or quantities on a Business Valid Nomination, a new Nomination must be created which will override the existing one. The customer may only delete Nominations with status of *NEW*, or *BUSINESS INVALID OR LINE INVALID*. Only Nominations with a status of *BUSINESS VALID OR PROCESSED* will be scheduled, unless notified otherwise.

See definitions below for further detail:

- *NEW* – A Nomination that has just been created by the **New** or **Copy** function, or has just been edited, but has not been saved to the database.
- *BUSINESS INVALID OR LINE INVALID*– A Nomination failed the validations during the **Validate** or **Submit** function and has not been saved to the database. If error messages exist, the status on the nomination will be BI (Business Invalid) or LI (Line Invalid).
- *BUSINESS VALID* - A Nomination that has been successfully submitted and validated. This Nomination will be processed and scheduled, unless notified otherwise, or unless another Nomination overrides it.

**LATE NOMINATIONS:**

A transportation Nomination is considered late if the *Beginning Date* is today (intraday) or tomorrow at 09:00 hours CCT, and the appropriate deadline (based on the *Beginning Time*) has been missed. For other deadlines, the Nomination is set to *Business Invalid*. If a late Nomination is required for a Customer (e.g. to correct a discrepancy between Pipelines), Customer must get approval from MIPL(C)L and the late Nomination will need to be approved by MIPL(C)L.

**DEADLINES:**

**MIPL(C)L reserves the right to change these deadlines without prior notice to conform to deadline changes by interconnecting pipelines.**

	<b>Nomination Cycle</b>	<b>Nomination Deadline (Summer) Second Sunday in March to First Sunday in November</b>	<b>Nomination Deadline (Winter) First Sunday in November to Second Sunday in March)</b>	<b>Begin Date/Time Gas Flow</b>	<b>Decrease Allowable</b>
SUMMER Sunday, March 13 to Sunday, Nov 6 2016	Timely	11:30	12:30	Tomorrow at 9:00	100%
	Evening	16:00	17:00	Tomorrow at 9:00	100%
	Intraday 1	8:00	9:00	Today at 14:00	79%
	Intraday 2	12:30	13:30	Today at 18:00	63%
	Intraday 3	16:00	17:00	Today at 22:00	46%

**Note: All times are in Central Clock Time.**

All required Nominations must be addressed to:

**Customer Service Administrators  
Transport Management  
Customer Services**

**General Inquiry Line: (306) 777-9900  
Fax: (306) 789-6224  
On-Call Cell: (306) 537-0926  
Email: CustServ@TransGas.com**

Support for the web application will be available during normal business hours by calling the General Inquiry line. Weekend and holiday support will be available by calling the On-Call Cell during the hours of 9:00 a.m. to 9:00 p.m. CST in the Winter period and 8:00 a.m. to 8:00 p.m. CST in the Summer period.