

Contract Menu – Update, Delete, and Copy Paths
















Purpose:

The purpose of this document is to provide detailed instructions for a Nicor Gas Nomination System user to update, delete, and copy their company’s nomination paths. A path gives information on the receiving and delivering points for gas transportation. It also contains additional information like upstream and downstream contract.


Note: If a field is required to be completed, the field name is **bold**.

Instructions:

1. Search for a path utilizing the instructions in the job aid entitled “Search Paths.” The Path Search Result page will display. For information on the path categories, see the job aid entitled “Path Naming Conventions.”

Path Search Result							
Pipeline : ANR Pipeline		Contract :		Point :	Type :	Status : Active	
							Cancel
Path Name	Contract Code	Contract Name	Company Name	Fuel Category	Start Date	End Date	
2222Pool5->10009@NGEUP	100092222	2222 to 2222222222@ANR	#1 Gas Supply		7/1/2008		  
2222Pool5->1111Pool5	2222TT5	2222TitleTransfer@ANR	#1 Gas Supply		7/3/2008		  
2222Pool5->F9087@HUBPT	H022225	2222 Hub Injection @ANR	#1 Gas Supply		7/11/2008		  
2222Pool5->G1114@NGEUP	G11142222	2222 to 1114 @ANR	#1 Gas Supply		7/9/2008		  
UPSCON@EXTP->2222Pool5	2222EXT5	2222 Pipeline Contract @ ANR	#1 Gas Supply		7/1/2008		  

Updating Path Information

1. To view and update detailed path information, click the  icon. The Update Path page will display.


Note: The only fields available for edit are End Date and Package ID.

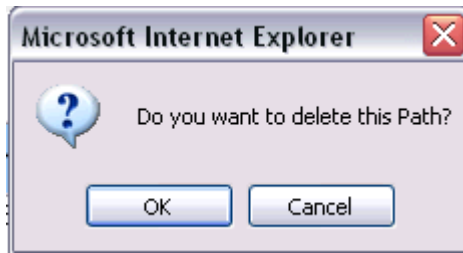
Update Path

Pipeline : ANR Pipeline
Company : 2222 >> #1 Gas Supply
Contract : 2222TT5 >> 2222TitleTransfer@ANR
Receipt Point : 2222Pool5 2222 Supplier Pool @ ANR UpK :
Delivery Point : 1111Pool5 1111 Supplier Pool @ ANR DnK :
 Fuel Category :
Path Name : 2222Pool5->1111Pool5 Package ID : 1111 Company Name
Start Date : 07/03/2008 End Date : 09/30/2008
Status : Active

Field	Function
Pipeline	Displays the pipeline associated with the path.
Company	Displays your company name.
Contract	Displays the contract code and name associated with the path. See the Job Aid entitled “Contract Naming Conventions” for a complete list of contracts.
Receipt Point	Displays the receipt point code and name. The receipt point identifies the source of gas.
UpK	Displays the upstream contract. The upstream contract shows gas is coming from outside Nicor territory.
Delivery Point	Displays the delivery point code and name. A delivery point identifies the destination of gas.
DnK	Displays the downstream contract. The downstream is related to Hub transactions.
Fuel Category	This field is not currently being used.
Path Name	Displays the descriptive path name. See the Job Aid entitled “Path Naming Conventions” for a complete list of names.
Package ID	To view the company name of the company receiving gas, enter the name in the Package ID field.
Start Date	Displays the start date of this path.
End Date	Displays the end date of this path. To make a path inactive, enter an end date.
Status	Displays if the path is active or inactive.

Delete a Path

1. To delete a path, click the  icon. The following message will display.



2. Click the **OK** button. The path will be deleted from the system.

Note: If a path has been used for nominations, it can not be deleted. To make it ineffective, enter a path end date.

Copy a Path

Path Search Result

Pipeline : **ANR Pipeline**
 Contract : Point : Type : Status : **Active**

Path Name	Contract Code	Contract Name	Company Name	Fuel Category	Start Date	End Date			
2222Pool5->10009@NGEUP	100092222	2222 to 2222222222@ANR	#1 Gas Supply		7/1/2008				
2222Pool5->1111Pool5	2222TT5	2222TitleTransfer@ANR	#1 Gas Supply		7/3/2008				
2222Pool5->F9087@HUBPT	H0222215	2222 Hub Injection @ANR	#1 Gas Supply		7/11/2008				
2222Pool5->G1114@NGEUP	G11142222	2222 to 1114 @ANR	#1 Gas Supply		7/9/2008				
UPSCON@EXTP->2222Pool5	2222EXT5	2222 Pipeline Contract @ ANR	#1 Gas Supply		7/1/2008				

1. To copy an existing path, click the icon.
2. The Create Path page displays.

Create Path

Pipeline : ANR Pipeline

Company : 2222 >> #1 Gas Supply

Contract : 2222TitleTransfer@ANR >> 2222TT5

Receipt Point : 2222Pool5 2222 Supplier Pool @ ANR UpK :

Delivery Point : 1111Pool5 1111 Supplier Pool @ ANR DnK :

Fuel Category :

Path Name : 2222Pool5->1111Pool5 Package ID :

Start Date : 07/03/2008 End Date :

Status : Active

Field	Function
Pipeline	Select the pipeline associated with the path.
Contract	Select the contract name associated with the path.
Receipt Point	Select the receipt point code or name. The receipt point identifies the source of gas.
UpK	Select the upstream contract.
Delivery Point	Select the delivery point code or name. A delivery point identifies the destination of gas.
DnK	Select the downstream contract.
Fuel Category	This field is not currently being used.
Path Name	The descriptive path name. This name will automatically populate from the information populated above.
Package ID	This field is not currently being used.
Start Date	Enter start date of this path.
End Date	Enter end date of this path.
Status	Select if the path is active or inactive.

3. To cancel the new path, click the **Cancel** button.
4. To create another copy, click the **Save & Copy** button.
5. To save the new path, click the **Save** button. The message “Path record saved successfully” will display.

Path Search

Pipeline :

Company :

Contract :

Point :

Status :

Path Name :

* Path record saved successfully.