



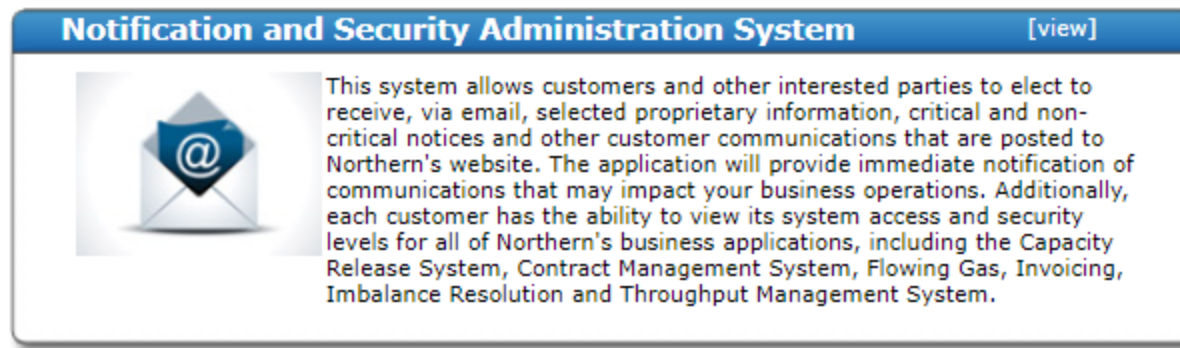
# **Notification and Security Administration Overview**

**Reviewed and Revised February 14, 2024**

# Notification and Security Administration System

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- This system allows customers and other interested parties to elect to receive, via email, selected proprietary information, critical and non-critical notices and other customer communications that are posted to Northern's website.



- Ability to view system access and security for Northern's business applications
- Customer Security Administrator role
  - Approve proprietary notification requests and security access on behalf of employee
- Northern's customer activities sign up form provides the ability to select notifications to receive via email

# Notification Categories

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- Proprietary
  - Private information that is associated with a specific legal entity
    - Shipper Scheduled Quantity Cut Notice
    - Operator Scheduled Quantity Cut Notice
    - Imbalance to Storage Notice
    - Bump Notice
    - Capacity Release Recall & Reput Notice
- Non-Proprietary
  - Public information that informs customers of critical and non-critical events that may impact the customers' business
    - Critical Notices
    - Non-Critical Notices
    - Other Customer Communications
      - Northern Daily Highlights
      - Northern Notes
    - Regulatory Communications
      - Certificate Filings
      - Orders on Tariff Filings
      - Tariff Filings

# User Types

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- **Authorized User**
  - Individual with a Northern issued User ID for proprietary applications
    - Security access to Northern's business applications
    - Proprietary Notifications
    - Non-Proprietary Notifications
      - Critical
      - Non-Critical
      - Other Customer Communications
- **Public User**
  - Individual without a Northern issued User ID and not linked to a specific legal entity
    - No security access to Northern's business applications
    - Non-Proprietary Notifications
      - Critical
      - Non-Critical
      - Other Customer Communications
      - Regulatory Communications

# Notification Election Section

## Non-Proprietary (Public Notices)

**Non-Proprietary Notifications**

Public Notices not associated to a Legal Entity

▶ Critical Notices

All Critical Notices

▶ Non-Critical Notices [Show Non-Critical Notices Definitions](#)

All Non-Critical Notices

- Allocation Notices
- Business Application Notices
- Capacity Release Notices
- Imbalance Resolution Notices
- Invoicing and Rate Notices
- Miscellaneous Notices
- Operational Notices
- Scheduling Notices
- Storage Notices
- TSP Capacity Offering Notices

▶ Other Customer Communications [Show Other Customer Communications Definitions](#)

All Other Customer Communications

- Northern Daily Highlights
- Northern Notes

▶ Regulatory Communications [Show Regulatory Communications Definitions](#)

All Regulatory Communications

- Certificate Filings
- Orders on Tariff Filings
- Tariff Filings

## Proprietary (Non-Public Notices)

**Proprietary Notifications**

Notices associated to a Legal Entity. User ID is required to receive notices

Customer Company Name --- 123

Customer Security Administrator

Office:

Cell:

Fax:

Proprietary Notices [Show Proprietary Notices Definitions](#)

Throughput Management System (TMS)

- Shipper Scheduled Quantity Cut Notifications
- Operator Scheduled Quantity Cut Notifications
- Imbalance to Storage Notifications
- Bump Notifications

Capacity Release System (CRS)

- Capacity Release Recall / Reput Notifications

# Critical Notices

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- Non-proprietary notices that inform customers of critical events and/or other information that may impact the customers' business
- If elected, you will receive **ALL** critical notifications, including:
  - Force Majeure
  - Curtailment
  - Carlton Resolution
  - Critical Day
  - System Overrun Limitation (SOL) / System Underrun Limitation (SUL) / Critical Day

Note: Possible for other NAESB notice types to be made critical (e.g. Operational – System Conditions)

# Non-Critical Notices

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- Non-proprietary notices that inform customers of non-critical events and other basic information
- Approximately 30 different non-critical notice types have been combined to create 10 notice groups
- Option to receive all of the following notice groups or to select individual notice groups
  - Allocation
  - Business Application
  - Capacity Release
  - Imbalance Resolution
  - Invoicing and Rate
  - Miscellaneous
  - Operational
  - Scheduling
  - Storage
  - TSP Capacity Offering

# Other Customer Communications

---

- Non-proprietary information regarding Northern that are not posted under the non-critical notices, but are available on Northern's website
- Option to receive all communications or to select individual communications
  - Northern Daily Highlights (emailed at 5 a.m. each morning)
  - Northern Notes (typically issued bi-annually)



# Regulatory Communications

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- Non-proprietary information regarding regulatory communications with the Federal Energy Regulatory Commission
- Option to receive all communications or to select individual communications
  - Certificate Filings
  - Orders on Tariff Filings
  - Tariff Filings

# Allocation Notice – Transport



<b>TSP Name:</b> Northern Natural Gas Company	<b>Post Date/Time:</b> 2/13/2024 8:06:37 PM
<b>TSP:</b> 784158214	<b>Notice Effective Date/Time:</b> 2/13/2024 9:00 AM
<b>Notice Type:</b> Capacity Constraint	<b>Notice End Date/Time:</b> 2/14/2024 8:59 AM
<b>Cycle:</b> Intraday 3	<b>For Gas Day(s):</b> 2/13/2024
<b>Critical:</b> N	
<b>Notice Text:</b>	
Click the link(s) below to review capacity constraint notices that were posted for the Intraday 3 cycle for Gas Day 2/13/2024.	
<b>Market Area</b>	
<u>Point(s) Allocated</u>	
POI 1318 <a href="#">TBPL/NNG BEATRICE</a>	
<b>Field Area</b>	
<u>Point(s) Allocated</u>	
POI 1504 <a href="#">ONEOK WESTEX SEAGRAVES</a>	
All capacity constraint notices are located on Northern's website at the following address - <a href="https://www.northernnaturalgas.com/InfoPostings/Pages/AtaGlanceNotices.aspx">https://www.northernnaturalgas.com/InfoPostings/Pages/AtaGlanceNotices.aspx</a>	

- Displays allocated points and groups for Market and Field Areas
- Click on allocation notice links for additional detail
- If no points or groups are allocated, the notice will not be emailed
- Subject line of email will say “Transport”



# Allocation Notice – Storage



<b>TSP Name:</b> Northern Natural Gas Company	<b>Post Date/Time:</b> 2/13/2024 8:06:38 PM
<b>TSP:</b> 784158214	<b>Notice Effective Date/Time:</b> 2/13/2024 9:00 AM
<b>Notice Type:</b> Capacity Constraint	<b>Notice End Date/Time:</b> 2/14/2024 8:59 AM
<b>Cycle:</b> Intraday 3	<b>For Gas Day(s):</b> 2/13/2024
<b>Critical:</b> N	
<b>Notice Text:</b>  Click the link(s) below to review capacity constraint notices that were posted for the Intraday 3 cycle for Gas Day 2/13/2024.  <u>Group(s) Allocated</u> Group 467 <a href="#">SYSTEM AREA STORAGE</a>  All capacity constraint notices are located on Northern's website at the following address - <a href="https://www.northernnaturalgas.com/InfoPostings/Pages/AtaGlanceNotices.aspx">https://www.northernnaturalgas.com/InfoPostings/Pages/AtaGlanceNotices.aspx</a>	

- Displays allocated storage group(s)
- Click on allocation notice links for additional detail
- If no storage groups are allocated, the notice will not be emailed
- Subject line of email will say “Storage”



# Security

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- Authorized users can view their security access information
- Customer Security Administrator
  - Company must designate at least one individual for this role
  - Approves proprietary notification elections and security requests
    - Ensures that Northern is providing the proper individuals proprietary information and security access
  - Receives the Notification and Security Elections report which details the notification elections and security access for all individuals within the company
    - Report frequency
      - Annually (default)
      - Semi-annually
      - Quarterly

# Security - Business Applications

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- **Capacity Release System** – Provides customers the ability to release and/or acquire firm capacity from a third party
- **Contract Management System** – Provides customers access to contract information and the ability to view the status of contract requests
- **Operational Data Interchange (ODI)** – Provides customers the ability to view their intraday volume and pressure data
- **Flowing Gas and Invoicing** – Provides customers multiple invoice reports and supporting documents
- **Imbalance Resolution** – Provides customers the ability to select the method(s) to resolve their monthly transportation imbalance
- **Throughput Management System** – Provides customers the ability to enter and view nominations, operator confirmations, operator and service requester scheduled quantities and access various supporting reports on Northern's system

# Notifications and Security Administration



Pipeline Emergency  
(888) 367-6671  
(402) 398-7911

General Information  
(877) 654-0646  
(402) 398-7200

Customer Service  
(402) 960-7947  
(402) 960-7948



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- Agreements / Forms
- Allocation of Capacity +
- Application Support
- Change Password
- Contract Cross Reference (DUNS Lookup)
- Customer Presentations
- EDI Services
- Feedback Form
- FAQs
- Notification and Security Administration**
- Training Materials
- TMS Training Videos +
- MFA & Password Change Videos +
- Recent

## Support / Support Overview

Date Requested: Feb 14 2024 9:39 AM



We hope you find our Support section helpful. If you need immediate assistance, please call the Northern Natural Gas Helpdesk at (866) 810-5268.

- [Agreements / Forms](#)  
Application and agreement forms to access request of service(s) on Northern
- [Allocation of Capacity Overview](#)  
Northern allocates transportation capacity on its pipeline to ensure integrity of the pipeline. The process to allocate the capacity is reviewed in this section along with allocation group maps relating to the Market and Field Area groups
- [Application Support](#)  
Application support and technical information for access to Northern's business applications
- [Change Northern Password](#)  
Change your password here
- [Contact Us](#)  
Contact listing for application support, customer service, marketing and operations personnel
- [Contract Cross Reference \(DUNS Lookup\)](#)  
Company DUNS and contract number information
- [Customer Presentations](#)  
Presentations made by Northern of interest to customers
- [EDI Services](#)  
If your company is interested in becoming an EDI trading partner
- [Feedback Form](#)  
Northern values your business and is always willing to provide the assistance necessary to ensure you have your questions resolved as quickly as possible. For general comments, inquiries, or suggestions please submit our Feedback Form
- [Frequently Asked Questions \(FAQ's\)](#)  
Frequently asked questions regarding new or existing services provided by Northern
- [Notification and Security Administration](#)  
Upon submission, the following forms will provide users the ability to receive email notifications and view security access for Northern's business applications
- [Training Materials](#)  
Provides user information and manuals for use of Northern's online business application

- Access Notification and Security Administration System through Northern's "Support" page



# Notifications and Security Administration



Pipeline Emergency  
(888) 367-6671  
(402) 398-7911

General Information  
(877) 654-0646  
(402) 398-7200

Customer Service  
(402) 960-7947  
(402) 960-7948



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Support Overview

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(DUNS Lookup)

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Notification and Security  
Administration

Training Materials

TMS Training Videos +

MFA & Password Change  
Videos +

Recent

## Support / Notification And Security Admin

Date Requested: Feb 14 2024 9:40 AM



### Notification and Security Administration

This system allows customers and other interested parties to elect to receive, via email, selected proprietary information, critical and non-critical notices and other customer communications that are posted to Northern Natural Gas' website. The application will provide immediate notification of communications that may impact your business operations. Additionally, each customer has the ability to view its system access and security levels for all of Northern's business applications, including the Capacity Release System, Contract Management System, Flowing Gas, Invoicing, Imbalance Resolution and Throughput Management System.

#### Authorized User Profile

[Request Proprietary and Non-Proprietary Email Notification and Security Access](#)

Upon request, Northern will provide the following email notifications and security access to any **Authorized user** (an individual who has access to Northern's proprietary applications)

- Bump Notifications - *Proprietary*
- Shipper Scheduled Quantity Cut Notifications - *Proprietary*
- Capacity Release Recall & Reput Notifications - *Proprietary*
- Imbalance to Storage Notifications - *Proprietary*
- Critical Notifications
- Non-Critical Notifications
- Northern Notes Newsletter
- Northern Daily Highlights
- Invoice Availability Notification
- Regulatory Notifications (*Orders on Tariff Filings, Tariff Filings and Certificate Filings*)
- View System Access and Security Levels

[Notification and Security Administration Overview](#)

- High level overview of the Notification and Security Administration application -

#### Public User Profile

[Request Proprietary and Request Non-Proprietary Email Notifications](#)

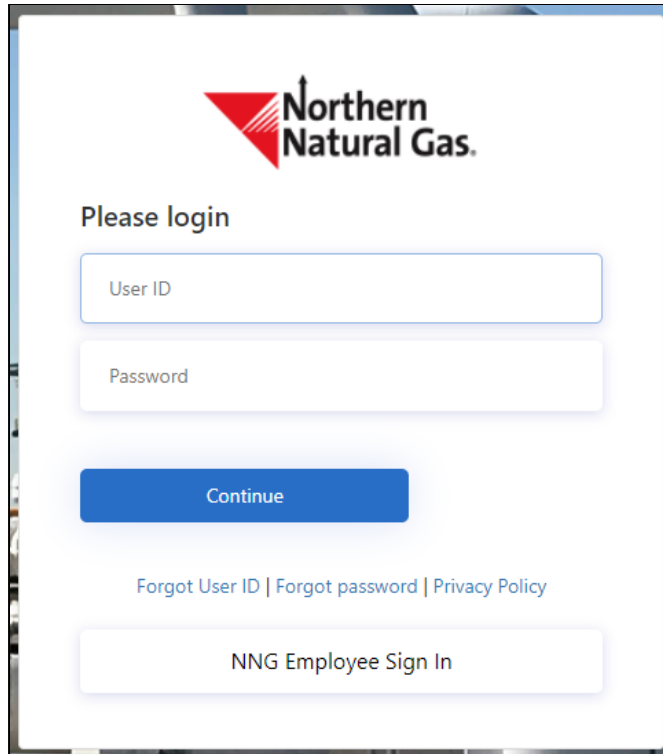
Upon request, Northern will provide the following email notifications to any **Public user** (an individual who does not have access to Northern's proprietary applications)

- Critical Notifications
- Non-Critical Notifications
- Northern Notes Newsletter
- Northern Daily Highlights
- Invoice Availability Notification
- Regulatory Notifications (*Orders on Tariff Filings, Tariff Filings and Certificate Filings*)

- Authorized user link on Northern's "Support>Notification and Security Admin" page



# Authorized User – Login Screen



**Northern Natural Gas.**

Please login

User ID

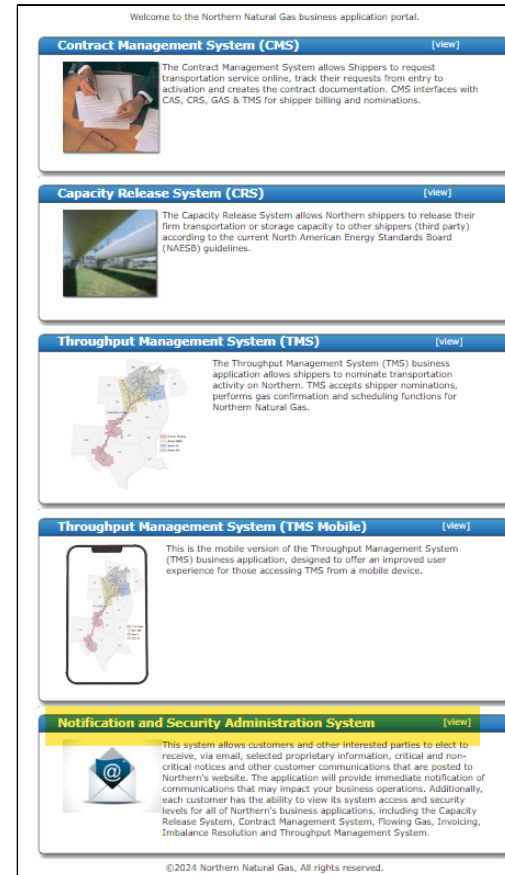
Password

Continue

[Forgot User ID](#) | [Forgot password](#) | [Privacy Policy](#)

NNG Employee Sign In

Step 1: Login screen to business applications portal requesting Northern issued User ID and Password



Welcome to the Northern Natural Gas business application portal.

**Contract Management System (CMS)** [view]

The Contract Management System allows Shippers to request transportation service online, track their requests from entry to activation and creates the contract documentation. CMS interfaces with CMS, CRS, GAS & TMS for shipper billing and nominations.

**Capacity Release System (CRS)** [view]

The Capacity Release System allows Northern shippers to release their firm transportation or storage capacity to other shippers (third party) according to the current North American Energy Standards Board (NAESB) guidelines.

**Throughput Management System (TMS)** [view]

The Throughput Management System (TMS) business application allows shippers to nominate transportation activity on Northern. TMS accepts shipper nominations, performs gas confirmation and scheduling functions for Northern Natural Gas.

**Throughput Management System (TMS Mobile)** [view]

This is the mobile version of the Throughput Management System (TMS) business application, designed to offer an improved user experience for those accessing TMS from a mobile device.

**Notification and Security Administration System** [view]

This system allows customers and other interested parties to elect to receive, via email, selected proprietary information, critical and non-critical notices and other customer communications that are posted to Northern's website. The application will provide immediate notification of communications that may impact your business operations. Additionally, each customer has the ability to view its system access and security levels for all of Northern's business applications, including the Capacity Release System, Contract Management System, Flowing Gas, Invoicing, Imbalance Resolution and Throughput Management System.

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Step 2: Notification and Security Administration System link on Northern's business applications portal



# Authorized User - Profile

**Notice**

This form allows an authorized user, an individual with a User ID for Northern's proprietary applications, to request and receive selected proprietary and non-proprietary notices, including critical and non-critical notices and other customer communications that have been posted to Northern's website. Notifications will be sent to the email address designated by the authorized user. Email notification elections may be amended at any time by accessing the Notification and Security Administration System using the individual's assigned User ID. Each authorized user is responsible for ensuring the email information is current. An authorized user has the ability to view its system access and security levels for all of Northern's business applications, including the Capacity Release System, Contract Management System, Flowing Gas, Invoicing, Imbalance Resolution and Throughput Management System.

Northern will not share or sell information provided in this form to third parties.

\* Required Field

**User Information**

\* User ID:

\* First Name:  \* Last Name:

**Designated Email Addresses (notices will be sent to all designated emails)**

\* Primary Email:

Secondary Email:

Optional Email:

**System Access and Security**

**Roles**

- ▶ Contract Management System  
Update and View Access  
Electronic Signature
- ▶ Daily Gas Quality Web Report, Operational Data Interchange Access(ODI), Flowing Gas/Invoicing Access  
View Access Only
- ▶ Imbalance Resolution  
Update and View Access
- ▶ Throughput Management System  
Update and View Access as a Nominating Shipper and / or Agent  
Update and View Access for Operator Confirmations

**Legal Entities**

Legal Entities: • MyGasCo -- 1234

To update system access, click here to access the Customer Activities form.

- View of authorized user profile page displaying user information and system access to Northern's business applications for each associated legal entity
- Link to Northern's Customer Activities form to update system access
- Description provided for each business application the user has access to by clicking on the name
- Primary email address is required, but user has the option to enter up to three, in which notifications will go to each

# Authorized User - Profile (continued)

**Notifications**

**Non-Proprietary Notifications**  
Public Notices not associated to a Legal Entity

▶ Critical Notices  
 All Critical Notices

▶ Non-Critical Notices  
 All Non-Critical Notices [Show Non-Critical Notices Definitions](#)

- Allocation Notices
- Business Application Notices
- Capacity Release Notices
- Imbalance Resolution Notices
- Invoicing and Rate Notices
- Miscellaneous Notices
- Operational Notices
- Scheduling Notices
- Storage Notices
- TSP Capacity Offering Notices

▶ Other Customer Communications  
 All Other Customer Communications [Show Other Customer Communications Definitions](#)

- Northern Daily Highlights
- Northern Notes

▶ Regulatory Communications  
 All Regulatory Communications [Show Regulatory Communications Definitions](#)

- Certificate Filings
- Orders on Tariff Filings
- Tariff Filings

**Proprietary Notifications**  
Notices associated to a Legal Entity. User ID is required to receive notices

MyGasCo -- 1234

Customer Security Administrator

Office:   
Cell:   
Fax:

Proprietary Notices [Show Proprietary Notices Definitions](#)

Throughput Management System (TMS)

- Shipper Scheduled Quantity Cut Notifications
- Operator Scheduled Quantity Cut Notifications
- Imbalance to Storage Notifications
- Bump Notifications

Capacity Release System (CRS)

- Capacity Release Recall / Reput Notifications

**Comments**

- View of authorized user profile page displaying notice elections, both proprietary and non-proprietary information
- Ability to view notice definitions by clicking on associated link

# Customer Activities Sign Up Form – Submitter Information

The screenshot shows the 'Customer Activities Sign Up' form for 'Submitter Information'. The form includes fields for First Name, Last Name, and Company Name. A dropdown menu for Company Name is open, showing a list of legal entities such as 'AEE SOUTH CAROLINA, LLC', 'AEM-AMCO BARRI, S.V.', 'AEE ETHANOL, L.P.', 'ACEE POWER MARKETING, LLC', 'ACMECHER-BECK & STONE, INC.', 'ADAMS RESOURCES MARKETING, LTD.', 'AEP BUSINESS SERVICES, INC.', 'AG PROCESSING INC A COOPERATIVE', 'AGG RESOURCES', 'AIGA RESOURCES LLC', 'AIGELWAY GENETICS, LLC', 'AIGR ENERGY, LLC', 'AIGR-WASTE ENERGY, INC.', and 'AIGR-WASTE, LLC'. Below the dropdown is a 'Company name not shown?' link. The form also includes fields for NNG Legal Entity Number, Street Address, City, State/Province, Zip, Country, Phone Number, Fax Number, Call Number, Primary Email Address, Secondary Email Address, Optional Email Address, DUNS Number, and Tax ID. The bottom section of the form contains checkboxes for various systems and notifications, including Capacity Release System (CRS), Contracts Management System (CMS), Flowing Gas and Evolving Gas Quality Web Report Operational Data Interchange (ODI), Imbalance Resolution, Throughput Management System (TMS), and Email Notifications (Non-Proprietary and Proprietary).

- View of Customer Activities Sign Up form with submitter information and legal entity selection
  - At least one legal entity is required, but have the option to select multiple legal entities

# Customer Activities Sign Up Form – Shipper and Operator Information

**System Access Requested**

You may make specific selections below, or provide user id to mirror

**Capacity Release System (CRS)** [View Information](#)

Update and View Access

View Access Only

**Contract Management System (CMS)** [View Information](#)

Update and View Access

View Access Only

Electronic Signature Authorization  
To request the "Electronic Signature Authorization" please submit the following [Electronic Contracting Agreement](#) form.

**Flowing Gas and Invoicing Operational Data Interchange (ODI)** [View Information](#)

View Access Only

**Imbalance Resolution**

Update and View Access

**Throughput Management System (TMS) - Nominations and Confirmations**

Update and View Access as a Nominating Shipper and / or Agent [View Information](#)

View Access Only as a Nominating Shipper and / or Agent

Update and View Access for Operator Confirmations

View Access Only for Operator Confirmations

about:blank - Google Chrome

about:blank

- The Throughput Management System (TMS) application provides customers the ability to enter and view nominations, enter and view operator confirmations, view operator and service requester scheduled quantities and access various supporting reports on Northern's system.
- Customers have the option to request update and/or view access as a Nominating Shipper and/or Agent as well as update and/or view access for Operator Confirmations to TMS.
- Customers requesting access to TMS will be required to have the Citrix ICA client installed on their workstation. For additional information, please refer to Northern's Application Support page.

Close

- View of the shipper and operator section requesting security access to Northern's business applications
- Click on "View Information" for detailed description of each application

# Customer Activities Sign Up Form – Email Notifications

The screenshot shows a web form for selecting email notifications. It is divided into three main sections: Non-Proprietary Email Notices, Proprietary Email Notices, and Regulatory Email Notices. Each section has a 'View Information' link. A red arrow points from the 'View Information' link for 'Northern Daily Highlights' in the 'Other Communications' section to a modal window. The modal window, titled 'aboutblank - Google Chrome', contains the following text:

**Northern Daily Highlights**  
The "Northern Daily Highlights" email provides customers with a high level summary of daily information that can be found on Northern's web site. The Daily Highlights includes pipeline status and capacity information for specific groups and points for the upcoming day, commercial and marketing information, as well as additional links to information on Northern's web site.

**Northern Notes**  
Quarterly newsletter contains interesting articles and important information regarding the pipeline and new services provided by Northern.

Close

At the bottom of the form, there is a section for 'Terms and Conditions of Use' with a paragraph of text.

- View of the Email Notifications section allowing proprietary and non-proprietary notice elections
- Click on “View Information” for detailed description of each notice or notice group

# Customer Security Administrator

Home Profile Log Out

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### User Search

First Name:  Last Name:   
 User ID:  Email:   
 Legal Entities:   
 Non-Proprietary Notifications:   
 Proprietary Notifications: 

Critical Notices  
 Allocation Notices  
 Business Application Notices  
 Capacity Release Notices  
 Imbalance Resolution Notices  
 Invoicing and Rate Notices

  
 Roles:

Showing 3 results

First Name	Last Name	User ID	Legal Entity Name	Legal Entity Number	DUNS	Proprietary Notifications	Non-Proprietary Notifications	TMS Nomination Access	TMS Confirmation Access	Contracts Access	Capacity Release Access	Invoicing Flowing Gas	Imbalance Resolution	Measurement	Group	Select
Matt-test	Bowers	t21448	NORTHERN NATURAL GAS COMPANY	183	784158214	No	Yes	No	No	No	No	No	No	No	No	Select
NORTHERN NATURAL GAS	NORTHERN NATURAL GAS	usernng	NORTHERN NATURAL GAS COMPANY	183	784158214	No	No	View	View	View	View	Yes	No	Yes	No	Select
USER	VERIFY2	testle2	NORTHERN NATURAL GAS COMPANY	183	784158214	Yes	Yes	No	Update	Update	View	No	No	No	No	Select

- View of customer security administrator screen which list each individual user’s security access and notification elections associated with each legal entity
- Customer security administrator has the ability to search by different criteria or view individual user profiles by selecting on their name
- Customer security administrator can view their own profile by clicking on the profile link in the top right corner

# Customer Security Administrator – Profile

### Non-Proprietary Notifications

Public Notices not associated to a Legal Entity

► Critical Notices

All Critical Notices

► Non-Critical Notices

All Non-Critical Notices [Show Non-Critical Notices Definitions](#)

- Allocation Notices
- Business Application Notices
- Capacity Release Notices
- Imbalance Resolution Notices
- Invoicing and Rate Notices
- Miscellaneous Notices
- Operational Notices
- Scheduling Notices
- Storage Notices
- TSP Capacity Offering Notices

► Other Customer Communications

All Other Customer Communications [Show Other Customer Communications Definitions](#)

- Northern Daily Highlights
- Northern Notes

► Regulatory Communications

All Regulatory Communications [Show Regulatory Communications Definitions](#)

- All Holders Letter
- Certificate Filings
- Tariff Filings

### Proprietary Notifications

Notices associated to a Legal Entity. User ID is required to receive notices

NORTHERN NATURAL GAS COMPANY — 183 PLE

Customer Security Administrator

Office:

Cell:

Fax:

Proprietary Notices [Show Proprietary Notices Definitions](#)

Throughput Management System (TMS)


- Shipper Scheduled Quantity Cut Notifications
- Operator Scheduled Quantity Cut Notifications
- Imbalance to Storage Notifications
- Bump Notifications

Capacity Release System (CRS)

- Capacity Release Recall / Reput Notifications

Report Frequency:

Annually
Semi-Annually
Quarterly



- View of customer security administrator profile page with notification elections, both proprietary and non-proprietary
- Customer security administrator designation
- Option to receive Notification and Security Election Report
  - Annually (Default)
  - Semi-annually
  - Quarterly

# Public User

- Public user login link on Northern's Support page



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Support Overview

Agreements / Forms

Allocation of Capacity +

Application Support

Change Password

Contract Cross Reference  
(DUNS Lookup)

Customer Presentations

EDI Services

Feedback Form

FAQs

Notification and Security  
Administration

Training Materials

TMS Training Videos +

MFA & Password Change  
Videos +

Recent

## Support / Notification And Security Admin

Date Requested: Feb 14 2024 9:40 AM



### Notification and Security Administration

This system allows customers and other interested parties to elect to receive, via email, selected proprietary information, critical and non-critical notices and other customer communications that are posted to Northern Natural Gas' website. The application will provide immediate notification of communications that may impact your business operations. Additionally, each customer has the ability to view its system access and security levels for all of Northern's business applications, including the Capacity Release System, Contract Management System, Flowing Gas, Invoicing, Imbalance Resolution and Throughput Management System.

#### Authorized User Profile

##### [Request Proprietary and Non-Proprietary Email Notification and Security Access](#)

Upon request, Northern will provide the following email notifications and security access to any **Authorized user** (an individual who has access to Northern's proprietary applications)

- Bump Notifications - *Proprietary*
- Shipper Scheduled Quantity Cut Notifications - *Proprietary*
- Capacity Release Recall & Reput Notifications - *Proprietary*
- Imbalance to Storage Notifications - *Proprietary*
- Critical Notifications
- Non-Critical Notifications
- Northern Notes Newsletter
- Northern Daily Highlights
- Invoice Availability Notification
- Regulatory Notifications (*Orders on Tariff Filings, Tariff Filings and Certificate Filings*)
- View System Access and Security Levels

#### [Notification and Security Administration Overview](#)

- High level overview of the Notification and Security Administration application -

#### Public User Profile

##### [Request Proprietary and Request Non-Proprietary Email Notifications](#)

Upon request, Northern will provide the following email notifications to any **Public user** (an individual who does not have access to Northern's proprietary applications)

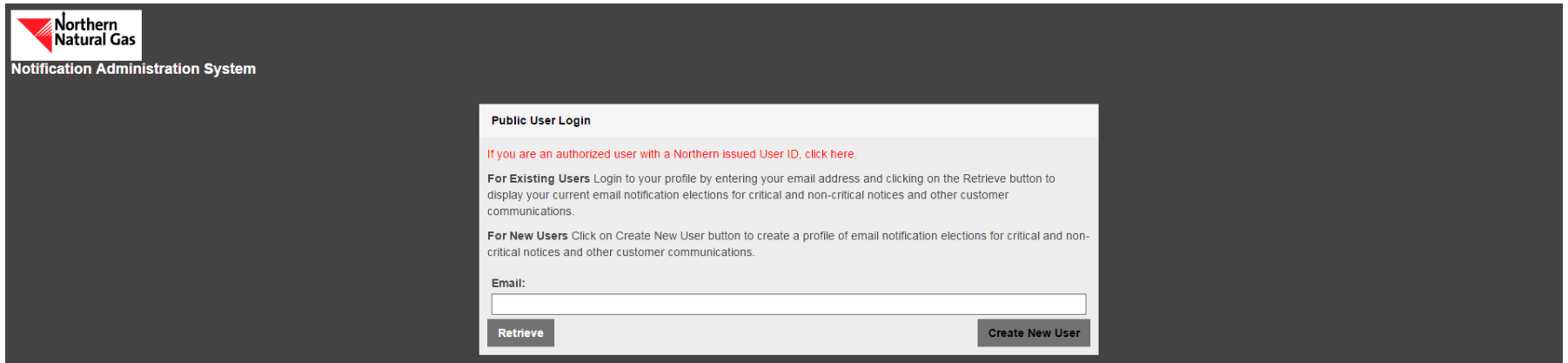
- Critical Notifications
- Non-Critical Notifications
- Northern Notes Newsletter
- Northern Daily Highlights
- Invoice Availability Notification
- Regulatory Notifications (*Orders on Tariff Filings, Tariff Filings and Certificate Filings*)





# Public User – Login Screen

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The screenshot shows the Northern Natural Gas Notification Administration System Public User Login screen. The page has a dark grey background. In the top left corner, there is the Northern Natural Gas logo and the text "Notification Administration System". The main content area is a white box with the following text:

**Public User Login**

If you are an authorized user with a Northern issued User ID, [click here](#).

**For Existing Users** Login to your profile by entering your email address and clicking on the Retrieve button to display your current email notification elections for critical and non-critical notices and other customer communications.

**For New Users** Click on Create New User button to create a profile of email notification elections for critical and non-critical notices and other customer communications.

Email:

Retrieve Create New User

- Existing public users must enter email address and click Retrieve to access user profile
- New public users must click Create New User to create a profile and make elections
- Authorized users should login from the authorized site and can click on red authorized link

# Public User – Profile Page

**Notice**

This form allows a public user, an individual who does not have a User ID for Northern's proprietary applications, to request and receive selected non-proprietary notices, including critical and non-critical notices and other customer communications that have been posted to Northern's website. Notifications will be sent to the email address designated by the public user. Email notification elections may be amended at any time by accessing the Notification Administration System using the designated email address. Each public user is responsible for ensuring the email information is current.

Northern will not share or sell information provided in this form to third parties.

\* Required Field

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**User Information**

\* Email Address:

\* First Name:  \* Last Name:

\* Company:  \* Phone Number:

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**Critical Notices**

All Critical Notices

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**Non-Critical Notices**

All Non-Critical Notices [Show Non-Critical Notices Definitions](#)

- Allocation Notices
- Business Application Notices
- Capacity Release Notices
- Imbalance Resolution Notices
- Invoicing and Rate Notices
- Miscellaneous Notices
- Operational Notices
- Scheduling Notices
- Storage Notices
- T SP Capacity Offering Notices

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**Other Customer Communications**

All Other Customer Communications [Show Other Customer Communications Definitions](#)

- Northern Daily Highlights
- Northern Notes

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**Regulatory Communications**

All Regulatory Communications [Show Regulatory Communications Definitions](#)

- All Holders Letter
- Certificate Filings
- Tariff Filings

- View of public user profile page with user information and notice elections
- Hover over notice or notice group for detailed description
- Any changes to user information on this public site will not be saved to other Northern system applications
  - You must record those changes using our Contact Update form under the Support page on Northern's website

# Public User – Profile Page (continued)

- “Submission successful” message displays after submitting any changes
- Changes to elections should display immediately for review
- To exit your profile click the Cancel button in the lower left hand corner

**✔ Submission successful**

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**Notice**

This form allows a public user, an individual who does not have a User ID for Northern’s proprietary applications, to request and receive selected non-proprietary notices, including critical and non-critical notices and other customer communications that have been posted to Northern’s website. Notifications will be sent to the email address designated by the public user. Email notification elections may be amended at any time by accessing the Notification Administration System using the designated email address. Each public user is responsible for ensuring the email information is current.

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\* Required Field

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**User Information**

* Email Address:	<input type="text" value="bill.schedinheimer@mygasco"/>	* Last Name:	<input type="text" value="Schedinheimer"/>
* First Name:	<input type="text" value="Bill"/>	* Phone Number:	<input type="text" value="1234567890"/>
* Company:	<input type="text" value="My Gas Co"/>		

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**Critical Notices**

All Critical Notices

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**Non-Critical Notices**

All Non-Critical Notices [Show Non-Critical Notices Definitions](#)

- Allocation Notices
- Business Application Notices
- Capacity Release Notices
- Imbalance Resolution Notices
- Invoicing and Rate Notices
- Miscellaneous Notices
- Operational Notices
- Scheduling Notices
- Storage Notices
- TSP Capacity Offering Notices

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**Other Customer Communications**

All Other Customer Communications [Show Other Customer Communications Definitions](#)

- Northern Daily Highlights
- Northern Notes

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**Regulatory Communications**

All Regulatory Communications [Show Regulatory Communications Definitions](#)

- All Holders Letter
- Certificate Filings
- Tariff Filings

**Cancel****Submit**