

UGI Electric/Gas EDI FAQ

1. What is required to begin EDI testing with UGI Utilities, Inc.

To begin EDI testing with UGI, a supplier must provide the following:

Electric Division

- Evidence that the supplier is licensed by the PUC;
- A fully executed Individual Coordination Agreement;
- Written evidence that the Supplier is a signatory to the PJM Operating Agreement and Reliability Agreement;
- A signed confidentiality agreement;
- An EDI Trading Partner Agreement

Gas Division (including Penn Natural Gas)

- Evidence that the supplier is licensed by the PUC;
- Supplier Application (including \$500 application fee);
- Rate AG Agreement;
- An EDI Trading Partner Agreement;
- Must fulfill Bonding Requirements

In addition the supplier must be Level 1 Certified.

2. How often does UGI conduct Level (L2) EDI Certification testing with suppliers?

Based on resource availability, UGI when requested will setup an L2 test schedule for new suppliers interested in serving customers in the UGI service territory. Suppliers interested in testing should contact UGI's EDI contact.

3. Who are UGI's EDI/NAESB contacts?

UGI Business Contacts:

UGI Electric Division

edi-electric@ugi.com

UGI Gas Division (including Penn Natural Gas)

edi-gas@ugi.com

UGI EDI Technical

edi@ugi.com

Please provide the following information:

Supplier Company Name

Supplier Contact Name

Supplier Contact Phone Number

Supplier Contact E-mail

Division(s) to be served

UGI Electric/Gas EDI FAQ

4. Where can I find UGI's Trading Partner Information?

UGI's Trading Partner Worksheet can be downloaded from UGI's website under Customer Choice Supplier Information. Suppliers scheduled to begin testing with UGI must provide their trading partner data to UGI at least two weeks prior to the start of testing.

5. Which Internet transport mechanism has UGI implemented for EDI?

UGI has implemented a NAESB compliant EDM for exchanging EDI data over the Internet. The Internet EDM will be our primary method of data exchange but we will continue to support VAN communications as required.

6. Does UGI provide a Customer Eligibility List?

Yes, both UGI's Electric and Gas Divisions continue to post an updated Customer Eligibility List on a quarterly basis. Access to this information is restricted via a USERID and PASSWORD. Access is only granted to suppliers that are licensed by PUC and who have signed UGI's confidentiality agreement.

7. What billing options does UGI support?

UGI will accept both the EDC consolidated Rate Ready and the Dual bill options for customers.

8. What are the steps and timeframes for setting up rates in UGI's system?

The rates should be emailed to UGI EDI Electric Division (edi-electric@ugi.com) for Electric and UGI EDI Gas Division (edi-gas@ugi.com) for Gas 30 days prior to enrolling a customer on a new rate. Please also copy UGI EDI Technical (edi@ugi.com). The rates will be reviewed to ensure that we can accommodate them in our system. If they are compatible, they will be entered into our system and the EGS will be notified via email when the process is completed. The length-of-time it takes to input new rates depends on the number of rates to be entered into the UGI system and the availability of personnel.

9. When does a supplier requested rate change take effect in the UGI system?

A customer rate change received in an 814C Change transaction becomes effective on the customer's next scheduled meter read date. The customer will be billed using the new rate on the following meter read.

10. How does UGI remit customer payments to suppliers under the LDC consolidated billing option?

UGI remits customer payments on a weekly basis via a corporate check. The EDI 820 transaction is also utilized to provide detail customer remittance information. The checks and 820 transactions are normally sent every Wednesday.

UGI Electric/Gas EDI FAQ

11. How does UGI handle 814 Enrollment transactions for customers under the LDC consolidated billing option that do not specify the tax exempt percentage?

When this situation occurs, UGI by default will assign a percent tax-exempt percentage of “0” to a customer whenever an enrollment request is received without specifying a tax exempt percentage.

12. Does UGI charge LPC on supplier arrears?

No, UGI does not calculate late payment charges on supplier arrears.

13. How does UGI handle supplier account balances once a switch occurs or the account becomes inactive?

Any outstanding supplier balance (credit or debit) will be automatically written-off of the account and removed from the UGI system 60 days after the customer switched suppliers or the account became inactive.

14. What is the posting priority for customer payments?

UGI arrears
UGI current charges
Previous supplier arrears
Current supplier charges

15. Which 814 Change transactions will UGI accept/send?

UGI is complying with the current EDI Guidelines for the 814C and is sending/receiving the following transactions:

- | <u>Sending</u> | <u>Receiving</u> |
|---------------------------|------------------------|
| • Customer Name | • Account Number |
| • Meter Read Cycle | • Billing Determinants |
| • Service Address | |
| • Billing Address | |
| • Capacity Obligation | |
| • Transmission Obligation | |
| • UGI Rate | |

16. Does UGI support the 867IU?

No. UGI does not have any customer accounts that are billed using interval usage.

UGI Electric/Gas EDI FAQ

17. Will UGI send a FA with detail information?

Yes, if requested by the trading partner, UGI will utilize the AK1, AK2, AK5, & AK9 segments of the FA. UGI will accept either the long or short versions of the FA.

18. What billing types will be tested in Level 2?

Each company should test the billing types they will utilize in production.

- If an EGS is doing their own billing, then all test enrollments should be submitted using the "Dual" bill option.
- If an EGS is doing a mix of Dual & Consolidated billing, then all test accounts except number seven should be submitted as "Rate Ready" using the appropriate billing options.
- Finally, if an EGS is not doing any billing, then "all" test accounts should be submitted as "Rate Ready" using the appropriate billing option. *NOTE:* UGI will supply Rate Codes to be used for testing the Rate Ready Scenarios.

19. Will UGI notify suppliers of variations to the PUC test plan?

Yes. Prior to the start of testing, UGI will provide each supplier with detailed information explaining any alterations to the test plan.

20. Where can I access UGI's Level 2 Test Scenarios?

A hyperlink to the Level 2 Test Scenarios can be found [here](#).

21. Will UGI test the 824 transaction during Level 2 testing?

Yes, the 824 transaction will be tested during Frame 5. UGI will send an 867MU with a bad account number for test account #6. Each supplier will be required to send an 824 response in Frame 6 rejecting the bad 867.

22. Does UGI have any non-metered accounts eligible for choice?

No. Customers who are taking electric service for a lighting account on one of UGI's lighting rates (OL, SOL, SL, & SSL), or gas service for a gas lighting account (GL), which are the only non-metered rates, are not currently eligible to participate in the choice program.