



## **PRE-DETERMINED ALLOCATION (PDA) INSTRUCTIONS**

### **Please enter the following:**

- 1 Operator/Interconnect Name at the interconnect with Empire Pipeline, Inc.
- 2 The Meter ID/Location at the interconnect.
- 3 The Meter Name or description of the interconnect (e.g., Smith's Well # 1).  
Please leave blank if unknown.
- 4 Contact Name of the individual to be contacted regarding the PDA Form.
- 5 Contact Phone Number and Fax Number.
- 6 Contact E-mail Address.

### **IMPORTANT: PLEASE SIGN THE FORM**

- 7 Date the PDA form is submitted.
- 8 Date the PDA form is to become effective.

**Note: Must be received by Empire Pipeline, Inc. prior to the beginning of the gas day for the "Effective Date" of the PDA.**

- 9 Check the box to cancel existing PDA for this Meter ID/Location.

### **For each Service Requester/Replacement Shipper scheduled at the Meter ID/Location, enter the following:**

- 10 Name of the Service Requester/Replacement Shipper (Svc Req/Repl SR).
- 11 The Svc Req K/Repl SR K (Contract) for the nomination at the Meter ID/Location.
- 12 The Award Number, if applicable.  
(Only necessary if the Svc Req is transporting as a Repl SR under a capacity release agreement, and the operator wants to set different Allocation Rank Levels for different Award Numbers of capacity utilized by the Repl SR K.)
- 13 Specify the Allocation Method to be utilized for each Svc Req K/Repl SR K.  
The options are: All Gas, Imbalance, or Reserved.
- 14 Enter the Allocation Rank Level, 1 to 99, to be assigned to each Svc Req K/Repl SR K. A ranking of 1 will receive the highest priority; 99 receives the lowest priority. All unranked Svc Req K/Repl SR K scheduled at the Meter ID/Location will be assigned an Allocation Rank Level of 1 higher than the lowest Allocation Rank Level established in the PDA. All Svc Req K/Repl SR K receiving the same Allocation Rank Level will be pro-rated if the quantity at the Meter ID/Location is not sufficient to cover all scheduled quantities for that Allocation Rank Level.

### **Example:**

Svc Req K "XYZ" is assigned an Allocation Rank Level of 1 on the PDA Form.

Svc Req K "ABC" is assigned an Allocation Rank Level of 99 (swing) on the PDA Form.

If Svc Req K "JKL" is scheduled at the Meter ID/Location, not having been assigned a rank on the PDA, then Svc Req K "JKL" by default will be assigned a rank of 98 (1 higher than the lowest PDA ranking).

- The allocation process will then assign the first gas through the meter to Svc Req K "XYZ" up to the lesser of the scheduled quantity or the actual quantity flowing at the meter.
- Any flowing gas not assigned to Svc Req K "XYZ" will then be assigned to Svc Req K "JKL", up to the lesser of the scheduled quantity or the actual quantity flowing above that allocated to Svc Req K "XYZ".
- Any quantities of gas not assigned to Svc Req K "XYZ" and Svc Req K "JKL" will be assigned to Svc Req K "ABC".

- 15 Enter any special notes or comments that will assist in better understanding the PDA assignments specified on the form.

**Any questions on Non-Appalachian meters, please call Dianna McLaughlin, Gas Accounting at (716) 827-5547  
Any questions on Appalachian meters, please call Donna Steiner, Gas Measurement at (716) 827-2246.**