

6.3 BATCH AND TICKET NUMBERS

1) BATCH NUMBERS

West Shore utilizes a batch numbering system that keeps track of the Shipper's product as it moves through the pipeline system. The number is divided into the following four segments:

Shipper – Product – Cycle/Phase - SCD

****Note: A carrier code precedes the batch number on Transport4.
WSP - Shipper – Product – Cycle/Phase – SCD***

Shipper – A three digit alpha code identifying the Shipper. The company specified here is responsible for payment of all West Shore invoices.

Product – A three digit number that indicates the product being transported.

Cycle/Phase – This is a three digit internal West Shore number that is used to make a batch unique while giving cycle and phase information about the batch. Phase is automatically assigned during the Transport4 nomination process which assures uniqueness in all batches within a given calendar year.

Cycle – A nomination will be assigned a cycle based on a 36 week cycle.

Phase – The phase will be assigned automatically depending upon requested receipt date supplied.

****Note: Letters will only be utilized when numbers 1 through 9 have been exhausted.***

SCD (Specific Carrier Denotation) – A single character alpha code which represents the pipeline system listed below:

1) S = West Shore Pipe Line System

Note: The batch number does not contain the receipt Tanker (old terminology - Supplier). Tanker can be found on all Transport4 windows and will be included as a separate field on all tickets.

2) MEASUREMENT TICKET NUMBERS

Each measurement ticket is identified by a unique number that is located on the third line of the measurement ticket. The ticket number is divided into three segments, each labeled by initials that identify the following code numbers:

SHP – LOC - NUMBER

SHP - The same three character alpha Shipper codes utilized in the batch number. (Shipper codes are listed in Section 6.5.)

LOC - A two character alpha code that indicates the particular West Shore location where the measurement ticket was written. (Location codes are listed in Section 6.5.)

NUMBER - Designates the sequential number of measurement tickets that have been written for a Shipper, at a particular West Shore location, during the calendar year. A fifth character designates a corrected ticket starting with character 'A' through character 'Z'. An 'A' ticket supersedes the original ticket. A 'B' ticket supersedes an 'A' ticket, 'C' supersedes 'B', etc.

(Example: Ticket Number AAA-GT-0009 indicates that this shipment for Shipper AAA to Location GT [Granville Terminal, WI] is the ninth such shipment this year).