

FEDERAL ENERGY REGULATORY COMMISSION
Office of Enforcement
Washington, DC 20426
February 9, 2012

**TO COMPANIES
FILING FERC FORM NO. 549D**

This letter contains the Commission Staff's advice on preparing and submitting FERC Form No. 549D, *Quarterly Transportation & Storage Report for Intrastate Natural Gas and Hinshaw Pipelines*.

HIGHLIGHTS

- Staff has noticed some irregularities, discussed below, in the first three quarterly reports.
- Technical questions regarding software, eFiling, and access to Form 549D should be directed to FERC Online Support staff.

IRREGULARITIES IN FORM 549D FILINGS

Staff has observed a number of irregularities in the Form 549D filings for Q1, Q2, and Q3 that include the following:

1. Field 5 checks whether a filer provided FERC-jurisdictional interstate services in the filing quarter. Some filers are checking "No" in field 5, but then proceeded to fill out fields 19 through 67. On the other hand, some fielders are checking "Yes" in field 5, but are not providing complete information about these jurisdictional contracts.

If a company did indeed provide FERC-jurisdictional service in the reporting quarter, then Field 5 should be marked "Yes" in field 5, and the entire Form 549D should be filled out.

If a filer did not provide any FERC-jurisdictional service in the reporting quarter, then Field 5 should be marked "No", and it is not necessary to fill out fields 19 through 67.

2. Fields 20 collects the Shipper ID. Some filers' forms contains text such as "D-U-N-S" before the number or instead of the number. This causes the data to display incorrectly in the public database on FERC.gov. The error is corrected by entering just the number in the format specified in the data dictionary (NN-NNN-NNNN).
3. Data for Fields 29 through 32 (Primary Receipt Point and Primary Delivery Point) are missing. These are required fields. If the field size is not sufficient to accommodate the primary receipt points or groups, please eFile a separate narrative alongside the respondent's initial report. (See 131 FERC ¶ 61,150 at P. 59-60). Please make a notation where appropriate, e.g. "See separate narrative".

WHEN AND HOW TO SUBMIT FERC FORM NO. 549D

Companies must eFile the Form No. 549D PDF quarterly by the following deadlines:

Quarter	Dates Covered	Deadline
Q1	January 1 through March 31	June 1
Q2	April 1 through June 30	September 1
Q3	July 1 through September 30	December 1
Q4	October 1 through December 31	March 1

HELP WITH FERC FORM NO. 549D USING XML, FILLABLE FORM AND EFILING

All questions about how to use XML and the fillable form should be referred to FERC Online Support toll free at 1-866-208-3676, locally at 202-502-6652 (or 202-502-8659 for TTY), or email ferconlinesupport@ferc.gov.

RESUBMISSIONS OF FERC FORM NO. 549D

Resubmit any revised FERC Form No. 549D by eFiling it to the Commission. Please remember to check the resubmission box, and the quarter and year the revision pertains to. Also provide a brief description of the revision in Field 3a.

CHANGES TO FERC FORM NO. 549D

No changes have been made to the Form No. 549D since the June 24, 2011 Notice of Correction.

If you have any questions, please call Tom Russo at 202-502-8792 or James Sarikas at 202-502-6831. Or, email your questions to form549d@ferc.gov.

Sincerely,

Thomas Rieley, Chief, Market
Oversight Branch 1