

EMK3 Pipeline Ops – Contract Admin Module

Conveniently manage all shipper contracts and terms in one place

Natural Gas Crude Oil

For companies that have relied on a mix of spreadsheets and paper to document and manage various contract information, EMK3 offers the Contract Administration Module.

The **Contract Administration Module** allows you to manage all shipper contracts for your pipeline. Store all your contract terms in one convenient place. This module has extensive support for terms and provisions, such as gathering and fuel rates, cash-out terms, measurement and quality terms, and more. You can monitor contract expiration dates, generate contract briefs, and even electronically store your executed agreements.

Key Features

- **Manage all Shipper Contracts and their Terms:** Manage all the details of your shipper contracts such as contract number, begin/end dates, extension instructions, counter-party contact information and more. Also, store marketing terms, measurement terms and quality terms.
- **Store all Rate Information:** Store all rate information such as gathering fees, fuel rates, minimum charges, allocated expenses and more for each receipt/deliver point on a shipper contract.
- **Capture Cash-out Terms:** Capture the cash-out terms for your shipper contracts. Extensive support for various pricing formulas including index-based with percent or differential, NYMEX-based, multi-index average-high-low and more.
- **Manage all OBA Contracts and their Terms:** Manage all the details of your OBA contracts such as contract number, begin/end dates, extension instructions, counter-party contact information and more.
- **Generate Briefs, Exhibits, and other Documents:** Print contract terms using several standard reports, or create your own custom document templates and have the document generator tool create Microsoft Word files.
- **Document Approval Process:** Set up and manage a process for reviewing and approving contracts, including automatically notifying each approver and recording their approval (digital signature).
- **Store Executed Contracts:** Electronically store executed contracts in the system for centralized storage and convenient access.
- **Batch Copy/Edit all Rates:** Simplify data input and maintenance with batch copy and batch edit commands for your gathering, fuel and other rates. Also, use rate tables for frequently changing contract rates.
- **Define Contract Alerts:** Set up automated user alerting of upcoming contract expirations that require action, such as a written cancellation or renewal negotiation.
- **Generate Reports:** Shipper Contract Fee/Adj Report, Shipper Contract Rate Change Report and more.

Fig. 1 – List of Shipper Contracts

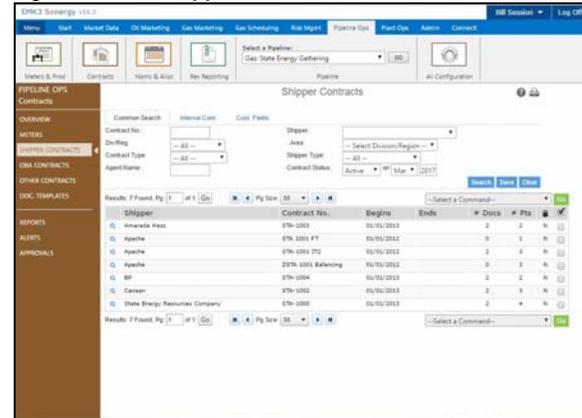


Fig. 2 – Shipper Contract with Rec/Del Points and Rates

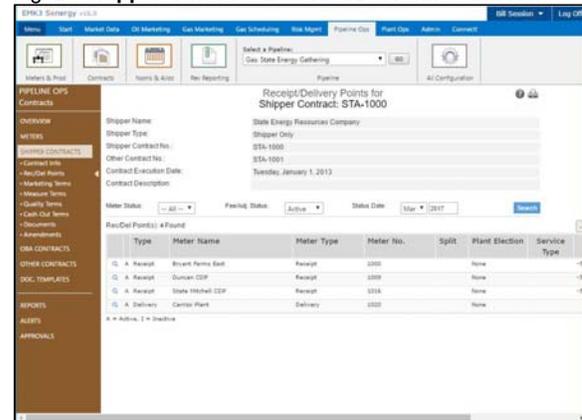


Fig. 3 – Shipper Contract Fee/Adj Report (Excel)

