

Spectra Energy Transmission
LINK® System
Agency Guide - Short Version

Table of Contents

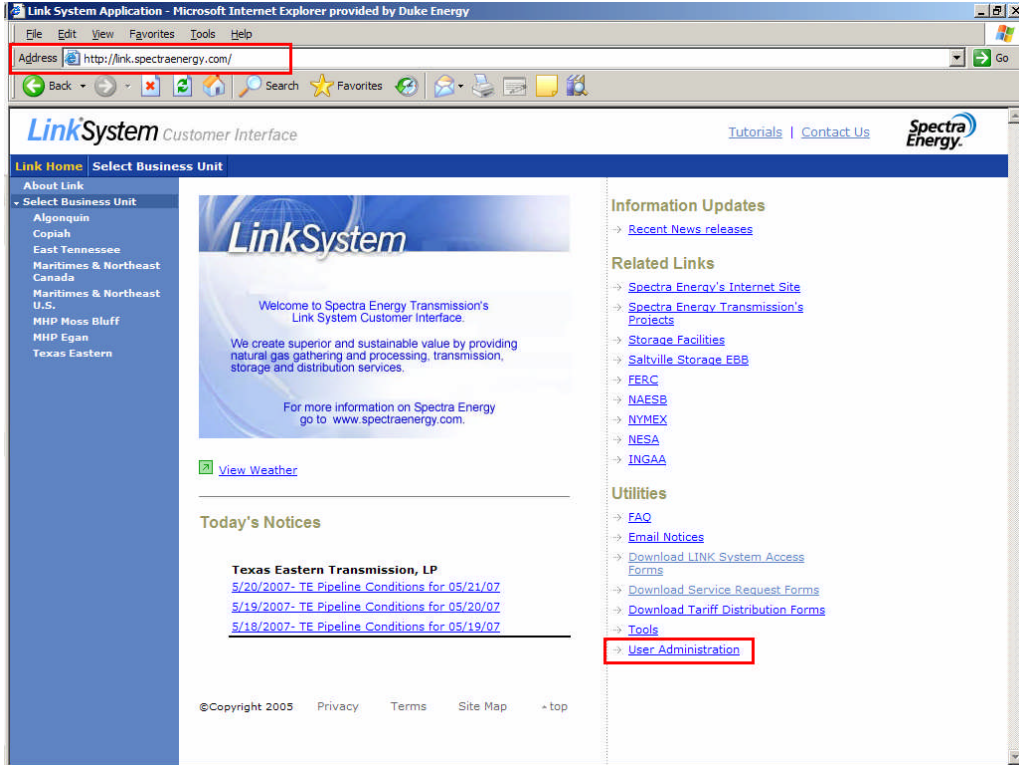
| Description | Page |
|--|------|
| | |
| 1. Introduction | 2 |
| 2. How to Logon to the LINK® system. | 2 |
| 3. How to Accept or Reject a Proposed Agency | 3 |
| 4. How to Renew an Existing Agency | 4 |

1. Introduction

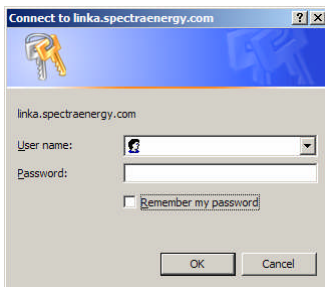
This guide is designed for principals who wish to view and accept proposed agencies, as well as provide annual renewal of existing agencies. For additional information on the Agency process, please see the full version of the Agency guide.

2. How to Logon to the LINK® System

Go to the Internet web site "link.spectraenergy.com. From the LINK® home page, select user administration.



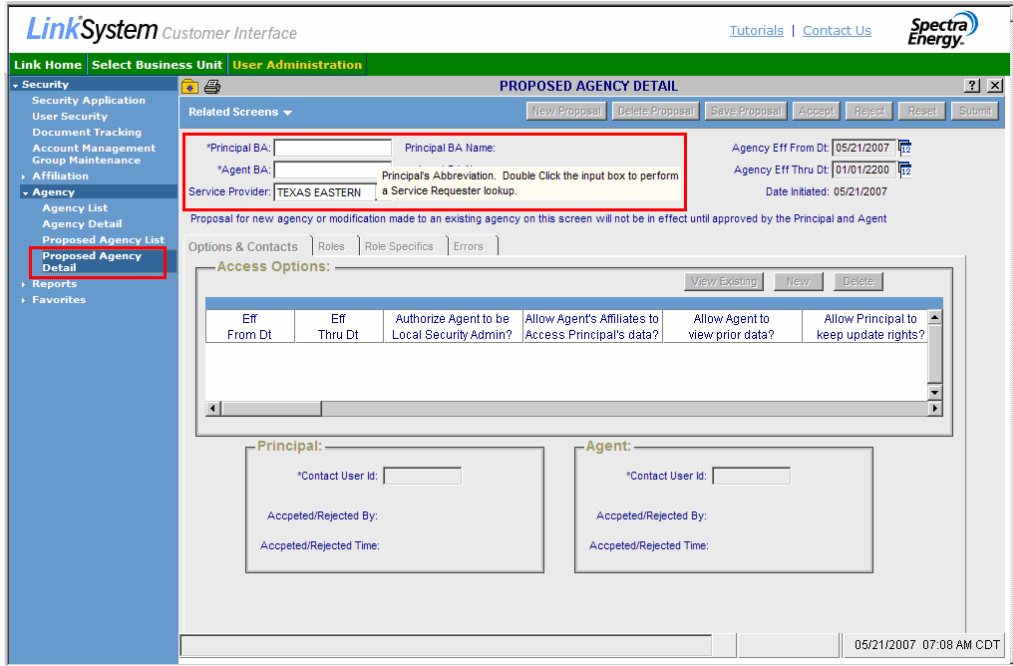
When prompted, enter your ID and Password.



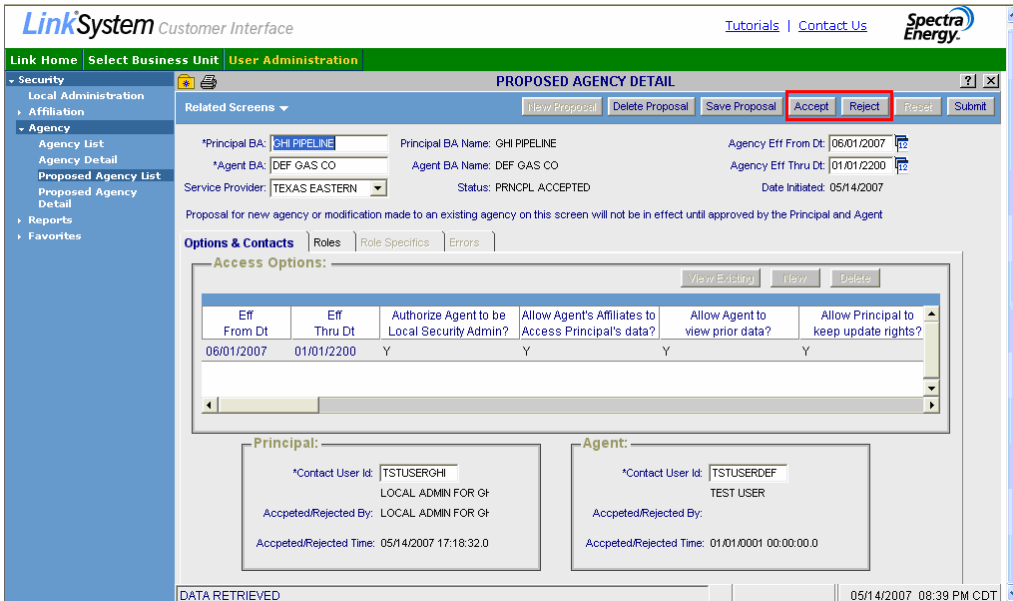
Then wait a moment or two as the computer logs you into the LINK® system.

3. How to Accept or Reject a Proposed Agency

Go to the Proposed Agency Detail screen and enter the name of the principal and agent, and the pipeline to which the agency applies. If necessary, double-click on the Principal BA or Agency BA fields for additional assistance.



Once the agency is displayed on the Agency Detail screen, press the Accept or Reject buttons.



4. How to Renew an Existing Agency

Go to the Active Agency Detail screen and enter the name of the principal and agent, and the pipeline to which the agency applies. If necessary, double-click on the Principal BA or Agency BA fields for additional assistance.

LinkSystem Customer Interface

Security Application
User Security
Document Tracking
Account Management
Group Maintenance
Affiliation
Agency
Agency List
Agency Detail
Proposed Agency List
Proposed Agency Detail
Reports
Favorites

AGENCY DETAIL

Related Screens

*Principal BA: Principal BA Name:
*Agent BA: Principal's Abbreviation. Double Click the input box to perform a Service Requester lookup.
Service Provider: TEXAS EASTERN Status:
Effective Dt: 05/21/2007

Agency Eff From Dt: 05/21/2007
Agency Eff Thru Dt: 05/21/2007
Next Review Dt:

Options & Contacts Roles Role Specifics

Access Options:

| Eff From Dt | Eff Thru Dt | Authorize Agent to be Local Security Admin? | Allow Agent's Affiliates to Access Principal's data? | Allow Agent to view prior data? | Allow Principal to keep update rights? |
|-------------|-------------|---|--|---------------------------------|--|
|-------------|-------------|---|--|---------------------------------|--|

Principal:

*Contact User Id:
Accepted By:
Accepted Time:

Agent:

*Contact User Id:
Accepted By:
Accepted Time:

WORKING... 05/21/2007 07:26 AM CDT

Once the agency is displayed on the Agency Detail screen, press the Renew to renew the agency for another year.

LinkSystem Customer Interface

Security Application
User Security
Document Tracking
Account Management
Group Maintenance
Affiliation
Agency
Agency List
Agency Detail
Proposed Agency List
Proposed Agency Detail
Reports
Favorites

AGENCY DETAIL

Related Screens

Renew Terminate Reset Submit

*Principal BA: MNO ENERGY Principal BA Name: MNO ENERGY
*Agent BA: DEF GAS CO Agent BA Name: DEF GAS CO
Service Provider: TEXAS EASTERN Status: RENEWED
Effective Dt: 05/21/2007

Agency Eff From Dt: 05/17/2007
Agency Eff Thru Dt: 01/01/2200
Next Review Dt: 05/16/2008

Options & Contacts Roles Role Specifics

Access Options:

| Eff From Dt | Eff Thru Dt | Authorize Agent to be Local Security Admin? | Allow Agent's Affiliates to Access Principal's data? | Allow Agent to view prior data? | Allow Principal to keep update rights? |
|-------------|-------------|---|--|---------------------------------|--|
| 05/17/2007 | 01/01/2200 | N | Y | Y | Y |

Principal:

*Contact User Id: TSTUSERMNO
TEST USER
Accepted By: CLAUDE MUNDY
Accepted Time: 05/16/2007 11:31:53.2

Agent:

*Contact User Id: TSTUSERDEF
TEST USER
Accepted By: TEST USER
Accepted Time: 05/16/2007 11:31:13.3

05/21/2007 07:30 AM CDT