



MEASUREMENT PORTAL TRAINING GUIDE

TABLE OF CONTENTS

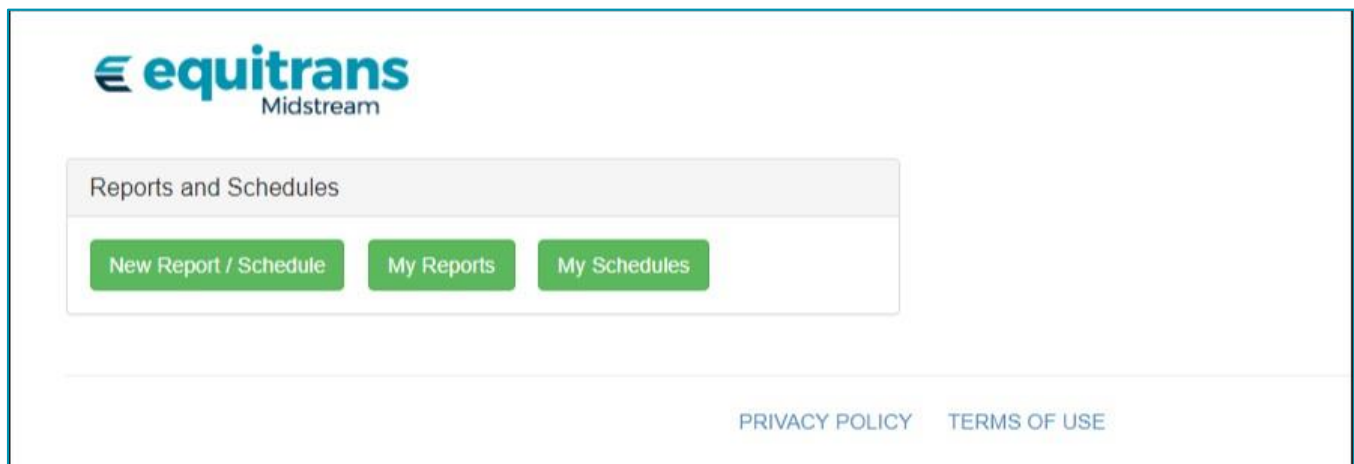
1. CONFIGURING YOUR REPORT	2
MEASUREMENT FREQUENCY REPORT TYPE	3
DATA DELIVERY METHOD	3
PIPELINE.....	3
HOW DO YOU WANT TO SELECT YOUR METERS?.....	3
METER SELECTION.....	4
DATE RANGES	5
ON-SCREEN OUTPUT	7
METER INVESTIGATION REQUEST FORMS	8
SCHEDULED VIA EMAIL.....	8
VIEW SCHEDULES.....	10

The Measurement Portal provides our customers with best-available measurement data for the meters for which they have access. Daily and monthly measurement reports are available for the current month and the prior two full months. The hourly measurement report covers the past three gas days. Reports can be run interactively or scheduled for email delivery of CSV files.

The Measurement Portal is accessed via the same link as the CAW:

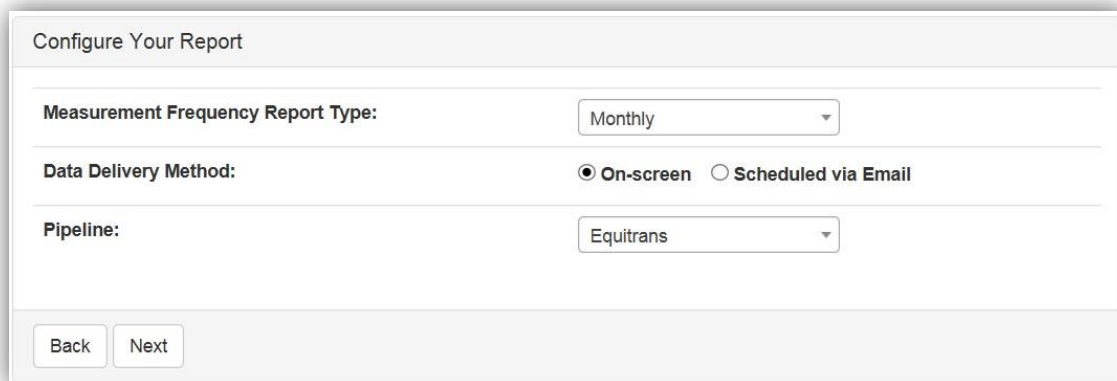
<https://customers.equitransmidstream.com/Login>

Upon logging into the Measurement Portal, users are given the option to choose to schedule a new report or access previously configured reports and schedules.



1. CONFIGURING YOUR REPORT

When the “New Report / Schedule” option is chosen, users will be directed to the **Configure Your Report** screen. On this screen, users will select the measurement frequency, data delivery method, and pipeline for which they would like to obtain data.

The image shows the "Configure Your Report" form. It has a title bar "Configure Your Report". Below the title bar are three rows of form fields. The first row is "Measurement Frequency Report Type:" with a dropdown menu showing "Monthly". The second row is "Data Delivery Method:" with two radio buttons: "On-screen" (selected) and "Scheduled via Email". The third row is "Pipeline:" with a dropdown menu showing "Equitrans". At the bottom of the form are two buttons: "Back" and "Next".

MEASUREMENT PORTAL TRAINING GUIDE

Measurement Frequency Report Type

Users have three frequency options – hourly, daily, or monthly. If hourly is selected, only hourly meter information will display for the selected date range (up to 72 hours). The hourly data will roll up into daily measurements. If daily is selected, daily meter data for the selected month and most frequently polled hourly meter data will display. Daily meters will also roll up into monthly measurements. If monthly is selected, a monthly measurement total for the selected meters and most frequently polled hourly and daily meters will display. Users will only see meters that fit into the selected frequency type, as well as user associations within QPTM/TIPS.

Data Delivery Method

Users have two options for viewing their data. The first option is **On-screen**. If this option is selected, the data will display on the screen once all selections have been made. Once the data is displayed, users will have the ability to export that data to CSV or XLS. The second option is **Scheduled via Email**. Users have the ability to schedule automatic reports that will be sent on the specified date/time for the specified meters.

Pipeline

Users will be able to select either the **Equitrans (QPTM)** or **Gathering (TIPS)**. Meters will populate based on the selection.

How do you want to select your meters?

Users will have the ability specify how they want to select their meters. There are three options – **By Meter Name/Number**, **By Contract**, or **By Party**. Meters for which users are associated in QPTM/TIPS will be available to be selected.



How do you want to select your meters?

By Meter Name / Number By Contract By Party

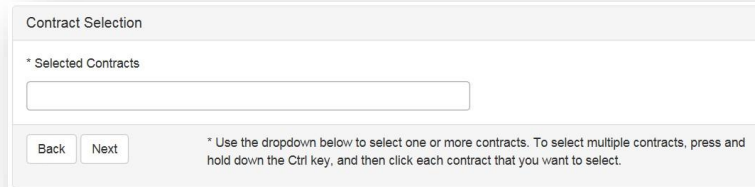
Back Next

Equitrans Midstream	Project Name	Author	Creation Date	Date Last Modified	Page
	Measurement Portal	M. Marcanio	9/16/2019	9/16/2019	Page 3 of 11

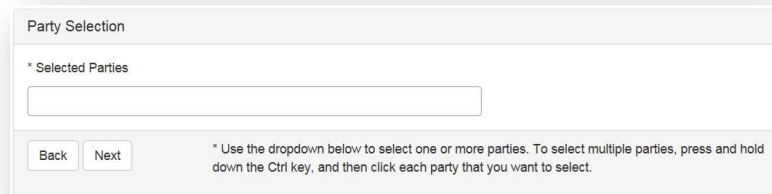
MEASUREMENT PORTAL TRAINING GUIDE

If selecting **By Contract** or **By Party**, users will be prompted to select the Contract or Party, before selecting the meters.

By Contract



By Party



Meter Selection

After selecting **By Meter** or **By Contract/By Party** and selecting the Contract/Party, users will see the list of meters for which they have access in QPTM/TIPS. Users can select one or multiple meters. To select all meters, click on **Select all**. To uncheck all meters, click on **Select none**. To select meters displayed in the list individually, click the check box beside the meter number.

Equitrans Midstream	Project Name	Author	Creation Date	Date Last Modified	Page
	Measurement Portal	M. Marcanio	9/16/2019	9/16/2019	Page 4 of 11

MEASUREMENT PORTAL TRAINING GUIDE

The screenshot shows the 'Meter Selection' interface. At the top, there is a text input field labeled 'Enter Report Name for Future Use'. Below this is a table with columns for 'Meter Number' and 'Meter Name'. The table contains several rows of meter data, each with a checkbox for selection. To the right of the table is a 'Production Month' dropdown menu and an 'Accounting Month' section with a radio button and the text 'May 2019'. Below the table, there are pagination controls showing '(417 meters)' and '0 meters selected'.

Callout 1: Users can select all or pick the meters they want to see. This points to the 'Select all' and 'Select none' buttons above the table.

Callout 2: Users can select production month or accounting month. This points to the 'Production Month' dropdown and the 'Accounting Month' section.

Date Ranges

Based on the frequency selected, users will be able to select the days or months of data to view:

HOURLY DATA – Estimated hourly measurement is available for the current gas day and two days prior based upon Eastern Standard Time (EST). Hourly ‘best available volume’ estimates will be displayed for the selected date range. If hourly estimates are not available, the meter will be excluded from the filter criteria.

The screenshot shows a date range selection interface. It has two dropdown menus: 'Start Gas Day (EST):' with the value '7/27/2015' and 'End Gas Day (EST):' with the value '7/29/2015'. Below these is a paragraph of text explaining the availability of hourly measurement data.

Estimated hourly measurement is available for the current gas day and two days prior based upon Eastern Standard Time (EST). Hourly ‘best available volume’ estimates will be displayed until actual measurement is available. For the most recent hour, more frequently polled meters will be rolled up to the hourly level. If hourly estimates are not available, the meter will be excluded from the filter criteria.

DAILY OR MONTHLY DATA – Daily and monthly data can be viewed for the current month and the two most recent previous months. Any meter may be selected when viewing monthly data. However, only those meters with daily readings or estimates will appear in the dropdown selection for a query of daily data.

Company Confidential and Proprietary Information

Equitrans Midstream	Project Name	Author	Creation Date	Date Last Modified	Page
	Measurement Portal	M. Marcanio	9/16/2019	9/16/2019	Page 5 of 11

MEASUREMENT PORTAL TRAINING GUIDE

Production Month – Gathering and Equitrans data can be viewed by Production Month. Users may select the current month or one of the two most recent production periods. This view displays the most current and ‘best available volume’ estimates by meter. In cases where daily or monthly Mcf or MMBtu data has been adjusted, the modified volume is displayed and ‘Yes’ appears in the PPA (Prior Period Adjustment) column.

Accounting Month – Equitrans data can be viewed for the most recently posted Accounting Month. This view displays posted data and adjustments for the most recent accounting period. Identify PPAs by looking for a Production Month for a previous period, or for a ‘Yes’ indicator in the PPA column. The volume displayed for PPAs in this view is a revised value (rather than the incremental change in volume). As an example, consider a meter with a posted final revised value of 18 MMBtu. The September Accounting Month report will display the current value of 18 MMBtu with ‘Prod Mo’ = June and ‘PPA’ = Yes.

Meter Selection

Enter Report Name for Future Use

Production Month: -Select-

* Selected Meters Select All

- OR -

Accounting Month: July 2019

Choose to view measurement data by Production or posted Accounting month. Best Available Volume estimates will display until actual measurement is available. Data will be summarized at the monthly level for this report.

Back
Finish

* Start typing the meter number or meter name in the box below. To select multiple meters, press and hold down the Ctrl key, and then click each meter that you want to select.

Equitrans Midstream	Project Name	Author	Creation Date	Date Last Modified	Page
	Measurement Portal	M. Marcanio	9/16/2019	9/16/2019	Page 6 of 11

MEASUREMENT PORTAL TRAINING GUIDE

On-Screen Output

After running the report selections, the output will display on the screen, if the user selected ‘On-screen’ as the Data Delivery Method.

Measurement info displayed including MCF, MMBtu and Gas Quality detail

New Query – click this option to start over with the selection process **Edit this Query** – this will allow users to go back and change their selection options for the current query

Export to CSV/Export to XLS – selecting either one of these options will export the current output to either CSV or XLS, depending on the user’s selection

Contract ID	Prod Month	Acctg Month	Meter/Loc ID	Meter Name	Gas Day	MCF	BTU	MMBtu	Accum MCF	Accum MMBtu	PPA	Edited	Facility/District	Stmt Basis	Company	Direction	Meter Type	Update Date/Time
1	OBA-All-Am	Jul-15	Jul-15	114111	GIGGS	7/1/2015	39500	1.14	45000	39500	45000	No	WEMBLY	E		R	EFM	7/28/2015 5:00 PM
2	OBA-All-Am	Jul-15	Jul-15	114111	GIGGS	7/2/2015	39500	1.14	45000	79000	90000	No	WEMBLY	E		R	EFM	7/28/2015 5:00 PM
3	OBA-All-Am	Jul-15	Jul-15	114111	GIGGS	7/3/2015	39500	1.14	45000	118500	135000	No	WEMBLY	E		R	EFM	7/28/2015 5:00 PM
4	OBA-All-Am	Jul-15	Jul-15	114111	GIGGS	7/4/2015	39500	1.14	45000	158000	180000	No	WEMBLY	E		R	EFM	7/28/2015 5:00 PM
5	OBA-All-Am	Jul-15	Jul-15	114111	GIGGS	7/5/2015	39500	1.14	45000	197500	225000	No	WEMBLY	E		R	EFM	7/28/2015 5:00 PM
6	OBA-All-Am	Jul-15	Jul-15	114111	GIGGS	7/6/2015	39500	1.14	45000	237000	270000	No	WEMBLY	E		R	EFM	7/28/2015 5:00 PM
7	OBA-All-Am	Jul-15	Jul-15	114111	GIGGS	7/7/2015	39500	1.14	45000	276500	315000	No	WEMBLY	E		R	EFM	7/28/2015 5:00 PM
8	OBA-All-Am	Jul-15	Jul-15	114111	GIGGS	7/8/2015	39500	1.14	45000	316000	360000	No	WEMBLY	E		R	EFM	7/28/2015 5:00 PM
9	OBA-All-Am	Jul-15	Jul-15	114111	GIGGS	7/9/2015	39500	1.14	45000	355500	405000	No	WEMBLY	E		R	EFM	7/28/2015 5:00 PM
10	OBA-All-Am	Jul-15	Jul-15	114111	GIGGS	7/10/2015	39500	1.14	45000	395000	450000	No	WEMBLY	E		R	EFM	7/28/2015 5:00 PM
11	OBA-All-Am	Jul-15	Jul-15	114111	GIGGS	7/11/2015	39500	1.14	45000	434500	495000	No	WEMBLY	E		R	EFM	7/28/2015 5:00 PM
12	OBA-All-Am	Jul-15	Jul-15	114111	GIGGS	7/12/2015	39500	1.14	45000	474000	540000	No	WEMBLY	E		R	EFM	7/28/2015 5:00 PM

Show entries – users can select the number of entries they would like to view. Hourly is defaulted to 24 entries, while monthly and daily are defaulted to 50 entries.

Company Confidential and Proprietary Information

Equitrans Midstream	Project Name	Author	Creation Date	Date Last Modified	Page
	Measurement Portal	M. Marcanio	9/16/2019	9/16/2019	Page 7 of 11

MEASUREMENT PORTAL TRAINING GUIDE

Meter Investigation Request Forms

At the bottom of the On-Screen output, users will see a link for **the Meter Investigation Request Form**. This form allows a customer to dispute or question the accuracy of measurement data. By submitting this form, we will be able to easily track measurement accuracy issues.

For meter investigations and inquiries, please complete and submit a Meter Investigation Request Form.

Disclaimer: This is unaudited data that may have missing and/or duplicate records and, therefore, is preliminary until finalized through EQT Gas Measurement Closing Process. EQT makes no representation or warranty as to the accuracy or completeness of this unaudited data and shall have no liability to Customer from its reliance on or use of such unaudited data.

Scheduled via Email

If **Scheduled via Email** was selected as the Data Delivery Method, users will set up their report email schedule.

HOURLY METER FREQUENCY SCHEDULING – when scheduling for hourly meters, users will enter an Email Subject Line, select their file format (CSV or XLS), select the time of day they would like their report to be delivered, and the number of hours they would like to report on. The number of hours is based on the most recent data from the time of the report generation.

The screenshot shows a form titled "Delivery Method" with the following fields and values:

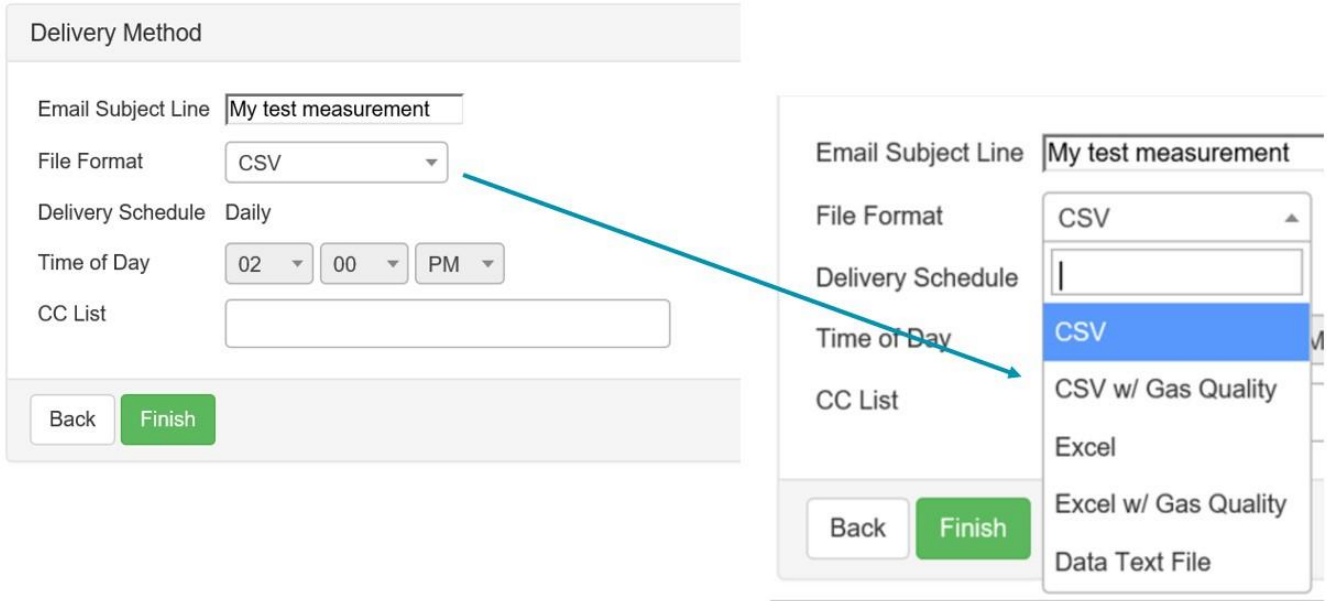
- Email Subject Line: [Empty text box]
- File Format: CSV (dropdown menu)
- Delivery Schedule: Daily (dropdown menu)
- Time of Day: 12:00 PM (dropdown menus)
- # Hours: 24 (dropdown menu)

At the bottom of the form are two buttons: "Back" and "Finish".

DAILY METER FREQUENCY SCHEDULING - when scheduling for daily meters, users will enter an Email Subject line, select the file format, and select the time of day they would like the report to be delivered.

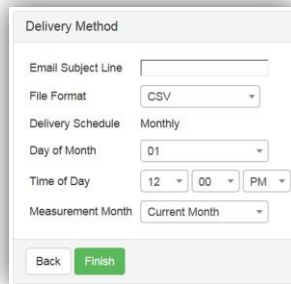
Equitrans Midstream	Project Name	Author	Creation Date	Date Last Modified	Page
	Measurement Portal	M. Marcanio	9/16/2019	9/16/2019	Page 8 of 11

MEASUREMENT PORTAL TRAINING GUIDE



The image shows two views of the 'Delivery Method' form. The left view shows the form with the 'File Format' dropdown set to 'CSV'. A red arrow points from this dropdown to the right view, where the dropdown menu is open, showing options: 'CSV', 'CSV w/ Gas Quality', 'Excel', 'Excel w/ Gas Quality', and 'Data Text File'. The 'CSV' option is highlighted in blue. The form includes fields for 'Email Subject Line' (My test measurement), 'Delivery Schedule' (Daily), 'Time of Day' (02:00 PM), and 'CC List'. 'Back' and 'Finish' buttons are at the bottom.

MONTHLY METER FREQUENCY SCHEDULING – when scheduling for monthly meters, users will enter an Email Subject Line, select the file format, select the day of the month and the time of day the report will be delivered, and select the Measurement month (Current month, Last Month, or Two Months Ago).



This screenshot shows the 'Delivery Method' form configured for monthly scheduling. The fields are: 'Email Subject Line' (empty), 'File Format' (CSV), 'Delivery Schedule' (Monthly), 'Day of Month' (01), 'Time of Day' (12:00 PM), and 'Measurement Month' (Current Month). 'Back' and 'Finish' buttons are at the bottom.

MEASUREMENT PORTAL TRAINING GUIDE

Company Confidential and Proprietary Information

Equitrans Midstream	Project Name	Author	Creation Date	Date Last Modified	Page
	Measurement Portal	M. Marcanio	9/16/2019	9/16/2019	Page 10 of 11

View Schedules

On the right side of the screen, users will see a **View schedules** button. This will display all of the currently scheduled emails. From this screen, users can view the meters for each scheduled report or delete a schedule.

Your saved measurement report schedules Back

Email Subject	Report Interval	Report Schedule	Report Time of Day	Format	
test	Monthly	1st Day of Month	12:00PM	CSV	Edit Show Meters Delete

MEASUREMENT PORTAL TRAINING GUIDE

Company Confidential and Proprietary Information

Equitrans Midstream	Project Name	Author	Creation Date	Date Last Modified	Page
	Measurement Portal	M. Marcanio	9/16/2019	9/16/2019	Page 11 of 11