

**JOB TITLES AND DESCRIPTIONS
TRANSMISSION FUNCTION EMPLOYEES**

BHE GT&S, LLC

Pursuant to FERC's Standards of Conduct issued on October 16, 2008, in Docket No. RM07-01 (Order No. 717) and §358.7(f) of the Commission's Regulations, the job titles and descriptions of BHE GT&S, LLC's transmission function employees are set forth below:

Date: November 28, 2023

Title	Job Description
Director, Gas Control	Plans and directs transportation gas control activities to meet shipper obligations, system reliability, safe operations and pipeline efficiency.
Gas Control Coordinator	Coordinates and assists in the operation of gas control. Directs, assists and guides gas controllers on complex, non-routine system operations.
Gas Controller (includes Senior, Team Lead and Gas Controller I, II)	Ensures continuity of gas service by anticipating, determining and directing fulfillment of quantity and pressure requirements in a safe, reliable, and efficient manner. Directs the analysis of historic and projected gas supply and requirements data for modeling, developing and recommending facility and operational plans. Monitors gas quantities to ensure pressures do not exceed Maximum Allowable Operating Pressures.
Manager, Gas Control	Plans, coordinates, and manages day to day activities of pipeline transmission and storage gas control operations.

Senior Engineer, Gas Control	Ensures continuity of gas service by scheduling and coordinating complex projects to anticipate, determine and direct fulfillment of gas quantity and pressure requirements and to monitor and control gas transmission facilities. Provides technical expertise through the use of data for modeling, developing and recommending facility and operational plans.
Director, Gas Transmission Development	Responsible for creating new business opportunities for Eastern Gas Transmission and Storage (EGTS), performing facility analysis for new projects, conducting open seasons, monitoring competitor activities, and determining new service offerings. Lead due diligence for potential acquisitions from a business development perspective. Direct engagements with economic development entities in states served by EGTS. Direct project governance activities. Prepare and present executive updates and analysis for management approval of capital projects, as required.
Business Development Manager	Responsible for functionally managing workloads for Gas Business Development Managers and Market/ Senior Market Representatives and leading the effort to identify, develop and implement business development opportunities, services and programs designed to support existing and prospective customers. Coordinate efforts of staff working with pipelines, customers, producers, and other external entities. Manage the preparation of service agreements and contract modifications. Work with leadership in getting internal management approval for new capital projects.
Gas Business Development Manager	Responsible for identification, development and implementation of business development opportunities, services and programs designed to support existing and prospective customers. Work directly with pipeline customers, industry contacts and pipeline/storage operators to identify, develop and maintain customer relationships. Coordinate the preparation of service agreements; manage contract modifications. [Only for Senior BD Manager: Leading strategic teams to develop business solutions for customers. Advising and coordinating collaborative efforts with cross-functional teams on emerging issues relevant for the business]
Account Executive (Business Development)	Identifies and pursues development opportunities for Eastern Gas Transmission and Storage (EGTS). Researches regulatory requirements, builds stakeholder alignments, and develops strategies to advance project concepts. Supports Eastern Gas Transmission and Storage (EGTS) rate case strategies and project management, including stakeholder communication and alignment, issue tracking, and driving consensus problem solving. Leads development of new projects, partnerships, and initiatives with strategic partners. Executes and coordinates evaluation, analysis, and due diligence activities.

Senior Market Development Representative (Business Development)	Identifies and researches potential market share expansions and new service opportunities. Negotiates terms of service with principal parties. Maintains awareness of competitor activities and customer needs. Conducts and analyzes market surveys. Explains tariff and service agreement provisions. Supports market and service projects (e.g., conducts presentations, customizes service portfolios). Performs statistical analyses (e.g., trends in demand; sales, service and throughput comparisons).
Market Development Representative	Responsible for assisting Gas Business Development Managers and providing support for potential growth and new service opportunities. Assists current and potential customers by preparing presentations and service portfolios, negotiating terms of service, and explaining tariff and service agreement provisions. Maintain company awareness of market and competitor activities and customer needs, including performance of market/statistical analyses.
Director, Gas System Planning	Responsible for directing the design of system facilities, developing new services, modeling system operations. Evaluate performance of existing and planned assets and evaluate firm contract changes.
Gas System Planning Manager	Responsible for managing the design of system facilities and developing new services using hydraulic modeling to simulate system operations and evaluate performance of existing and planned assets.
Engineer 1 (Gas System Planning)	Maintain hydraulic flow models to reflect firm transportation contracts and system changes. Models new firm demand opportunities. Develop operating plans to optimize facilities and support operations with issues that may occur on system.

Engineer II and Senior Engineer (Gas System Planning)	Maintain the hydraulic flow model to reflect firm transportation contracts and system changes. Models new firm demand opportunities. Develops operating plans to optimize facilities and support operations with issues that may occur on system. Works independently and provides alternatives.
Director, Customer Service	Responsible for planning and directing the functions of technology services and market support staff to support the activities of the gas Transmission Commercial Services Group through Electronic Bulletin Board (EBB) systems, back room administrative support, analytical support regarding customer data, advocacy at the North American Energy Standards Board (NAESB), and implementation of new services. Responsible for the coordination of the scheduling of the Eastern Gas Transmission and Storage, Inc, Carolina Gas Transmission, LLC and Cove Point LNG, LP systems and the monitoring of customers' daily activities to ensure that all firm obligations are met.
Manager, Customer Service	Provides oversight and direction to ensure that gas transportation, storage, title tracking and balancing services are provided to customers in accordance with contractual, tariff and regulatory obligations. Develops processes and procedures to ensure compliance with company policies, NAESB requirements and FERC tariff provisions. Supports continued development and enhancement of the Electronic Bulletin Board (EBB) systems. Manages the monthly pipeline reconciliation and close process including calculation of any billed penalties or credits.
Customer Service Representative (I, II,); Customer Service Adviser; Senior Customer Service Representative; Contractor	Performs activities to reconcile, review and monitor the activities required to ensure the company's obligation to transport and store natural gas is performed in an efficient, accurate and timely manner. Processes nominations through confirmation and scheduling. Reconciles imbalances and pooling points. Works with customers to explain company policies, practices, tariff provisions and transportation procedures. Assists in customer problem resolution, maintains documentation of gas transportation activity and prepares reports as required.
Business Services and Technology Manager	Responsible for the management of business technology service activities for natural gas transportation and storage contract processing, security and pipeline informational postings. Coordinates and ensures timely and accurate resolution of internal and external customer inquiries, requests and problems. Responsible for maintaining the Electronic Bulletin Board (EBB) requirements including timely updates, data validation and compliance. Responsible for coordinating activities between business groups and the Information Technology department as it relates to the EBB systems. Responsible for management of compliance-related analysis of existing business practices including creating and maintaining procedures/requirements documentation. Assist in executing testing of compliance standards/measures and process improvements. Ensures compliance processes and procedures are implemented. Monitor, assess and communicate regulatory policy initiatives. Apply standards, such as NAESB, FERC, respective Pipeline Gas Tariffs, SOX, and FERC Standards of Conduct.

System and Development Specialist	Responsible for the oversight and coordination of strategic IT system development and enhancement projects related to the Electronic Bulletin Board systems. Oversees development of business requirements, development requirements and testing plans for system enhancements. Coordinates system enhancement work management plan. Communicates critical milestones to internal and external customers. Works with customers and internal department son a daily basis to integrate new system functionality, respond to requests for enhancements and develop solutions for system issues.
Business Systems Analyst 2	Responsible for the business technology service activities for natural gas transportation and storage contract processing, security and pipeline informational postings. Coordinates and ensures timely and accurate resolution of internal and external customer inquiries, requests and problems. Responsible for maintaining the Electronic Bulletin Board (EBB) requirements including timely updates, data validation and compliance.
Director, System Optimization and Partnership Services	Responsible for managing the negotiation, execution and administration of contracts with other pipelines (transportation, joint venture operating agreements, Operational Balancing Agreements and storage partnerships) and supply planning and purchase activities.
Operating and Partnership Activity Manager	Responsible for managing gas operating activities on EGTS and Cove Point. Negotiation of market area transportation contracts, as well as partnership agreements to facilitate adequate gas supply. Monitors the status of gas transportation contracts and related agreements; ensures that all contracts and transactions are conducted within prescribed legal policies and procedures. Manages daily gas requirements to ensure that the contracted quantities are transported and delivered according to contractual requirements. Evaluates the flow of natural gas through the system to maintain volume and pressure, and to ensure the integrity and reliability of the pipeline system. Collaborates with Gas Transmission management to ensure pipeline reliability. Verifies that nominations and allocations are balanced and manages the tracking and analysis of both customer and physical storage volumes and capacity flows. Identifies contractual issues that could affect operational integrity and advises on customer nomination restrictions to maintain system reliability. Develops strategies and seasonal operating plans to support the optimization of the pipeline system.

Engineer II (System Gas Operations)	Responsible for analyzing asset utilization, developing operating plans and optimization recommendations. Works on daily operational issues or problems that may occur nearing operations.
Senior Engineer	Responsible for analyzing asset utilization and developing operating plans. Works on daily operational issues or problems that may occur nearing operations. May serve as a technical expert on engineering related issues.
System Gas Operations Adviser	Analyzes and monitors market area transportation contracts, operational balancing agreements, producer balancing arrangements and partnership agreements. Provides support for storage plans and monitors partnership pool activities. Coordinates EBB postings as needed in order to meet all compliance and tariff requirements. Interfaces with various groups across the organization to optimize operations, minimize outage customer impacts and associated revenues. Assists in development and implementation of seasonal operational plans, assesses excess capacity, and tracks nominations and actual volumes. Develops and utilizes various advanced models to assess historic and current operations, monitor storage levels and project future inventories. This role participates in select functions at an advanced and specialized level.
System Gas Operations Specialist	Analyzes and monitors upstream and market area transportation contracts, gas supply arrangements and partnership agreements. Provides support for storage programs and monitors partnership pool activities. Monitors compliance with operational balancing agreements. Tracks nominations and actual volumes.
Senior System Gas Operations Specialist	Analyzes and monitors upstream and market area transportation contracts, operational balancing agreements, producer balancing arrangements and partnership agreements. Provides support for storage plans and monitors partnership pool activities. Coordinates EBB postings as needed in order to meet all compliance and tariff requirements. Interfaces across the organization to minimize outage customer impacts and associated revenues. Assists in development and implementation of seasonal operational plans, assessing excess capacity and tracks nominations and actuals. Supports imbalance paybacks scheduling arrangements. Assists in negotiation of partnership agreement amendments.

Director, Marketing	Oversees interstate marketing group responsible for managing interstate pipeline transportation and storage marketing activities. Oversees the gas transmission MCS program and Fuel Optimization.
Manager, Marketing	Oversees interstate marketing activities including developing, promoting and directing marketing programs and service activities for customers.
Senior Market Development Representative (Marketing)	Supports daily parking/loaning services. Develops and maintains proprietary in-house databases and forecasting models. Research, compile, filter, analyze and distribute relevant energy industry information using industry-related publications, databases, outside consultants, and other resources.
Account Executive (Marketing)	Responsible for generating revenue through sales of natural gas transportation and related services. Develops, promotes and directs marketing programs and service activities among existing and potential customers. Maintains customer relationships. Develops and maintains awareness of competitor activities and customer needs. Collects regulatory and market data, analyzes trends and identifies impact within market area. May identify new capital investment projects and other profitable business opportunities. Designs service proposals, negotiates service agreements and drafts agreements and contracts.

Manager, Marketing - Carolina Gas Transmission, Inc.	Provides overall strategic direction and leadership for the commercial operations of Carolina Gas Transmission (CGT). Develops profitable strategic business opportunities for CGT's operations as an open access interstate pipeline, including pipeline expansions, new services and/or recommend new rate designs. Develops and implements strategy to manage relationships with existing and prospective customers, industry contacts, economic development officials, state and federal agencies. Oversees interstate marketing activities including developing, promoting and directing marketing programs and service activities for customers.
Director, Commercial Business	Responsible for Commercial Business activities for Cove Point transportation and LNG Services. Manages all aspects of customer contracts including contract questions and concerns as well as contract renewals.
General Manager-Operations	Plans and directs operations of the Carolina Gas Transmission business unit. Provides leadership and supervision to CGT operations, maintenance, engineering, construction, measurement, and gas control organizations. Creates, evaluates, and recommends business strategies and processes. Ensures operational safety for personnel and the asset base. Oversees compliance with company, state, federal, and environmental requirements and policies. Ensures reliable operations customer service.
VP Eastern Pipeline Operations	Provides leadership and overall direction for the management of pipeline operations, integrity management, maintenance, and volume measurement, as well as responsible for volume scheduling and Gas Control functions for the Gas Transmission and Storage Group's interstate pipelines.

Director, Regional Operations	Responsible for the management of staff and resources for the operation and maintenance of the gas pipeline system including protection and maintenance of right of way; the installation, repair and maintenance of pipelines and related equipment; the operation and maintenance of compression facilities; operation and maintenance of the measurement and regulation of gas facilities; gas control; communications and first response to pipeline incidents and upsets. Responsible for strategic management of the pipeline's operations.
Manager, Gas Transmission Operations	Manages employees and contractors engaged in the operation and maintenance of natural gas handling facilities and related equipment at major work locations. Ensures the safe, reliable and efficient operation of natural gas transmission and storage facilities and equipment. Monitors and inspects job sites, facilities and databases to ensure company procedures are followed and that compliance is maintained relative to all applicable local, state and federal regulatory requirements. Coordinates maintenance and outage schedules with field operations and other involved departments. Develops and monitors budgets for operating area.
Gas Transmission Operations Supervisor	Supervises employees and contractors engaged in the operation and maintenance of natural gas handling facilities and related equipment. Ensures the safe, reliable and efficient operation of natural gas transmission and storage facilities and equipment. Monitors and inspects job sites, facilities and databases to ensure company procedures are followed and that compliance is maintained relative to all applicable local, state and federal regulatory requirements.
Director, LNG Operations	Directs operations activities to ensure compliant, safe and reliable operations. Directs all plant activities and operating and maintenance plans to include compliance inspections, periodic testing, preventative maintenance and effective record keeping.
Manager LNG Operations	Plans, coordinates, and manages LNG plant activities/projects.

LNG Technician (Includes Senior, Lead, Associate LNG Technician)	Maintains and operates liquefied natural gas plant equipment and facilities.
Business Coordinator	Prepares and distributes the Cove Point ship schedule and maintains ship data. Responsible for invoice processing.
Supervisor LNG Operations	Establishes priorities and oversees activities related to the efficient operation and maintenance of the liquefied natural gas plant.
Supt LNG Operations	Plans, coordinates, and manages LNG production and fulfillment of commercial obligations.
LNG Production Coordinator	Oversees, coordinates and monitors daily plant operations related to LNG import/export, liquefaction and regasification to ensure reliable provision of services to Cove Point customers.