

# Gas Trade Flows Questionnaire

Reporting instructions and Explanatory notes

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International  
Energy Agency

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# Introduction

The Gas Trade Flows (GTF) questionnaire presents monthly gas flow data on an entry and exit point basis (physical flows) distinguishing between LNG and pipelines. The GTF was introduced several years ago with the main objective to promote data transparency.

The new format of the monthly GTF questionnaire has been introduced as of reference month September 2024; The questionnaire should be sent to the IEA within 2 months after the reference month, Month-1 data on 25th each month (January data by 25 Feb). Data can be submitted on the Energy Validation Outlet: (<https://evo.iea.org/>). Alternatively, the questionnaire can be sent electronically to [mgs@iea.org](mailto:mgs@iea.org).

## Definitions

### Entries / Exits

Report all natural gas volumes which have physically crossed the national boundaries of the country, whether customs clearance has taken place or not. This includes quantities transiting your country: transit volumes should be included as an import and as an export.

Please report the information on a "gross" basis - i.e. the total flow in a specified direction over the course of the time period. The gross flow is important in order to better determine the use of the pipeline system. E.g. A border pipeline which exports 100 Mcm over the first 10 days of the month, then imports 100 Mcm in the rest of the month should be reported as an import of 100 Mcm one way and an export of 100 Mcm the other way rather than showing the net flow of 0.

### Units and Conversion factors

Please report all figures in million cubic metres (mcm) at 15°C and 760 mmHg, i.e Standard Cubic Metres, rounded to three (3) decimal places, and in Terajoules (TJ), on the basis of gross calorific values (1 TJ = 1012J).

Normal cubic metres (0oC and 760 mmHg) should be converted to standard cubic metres by multiplying by a factor of 1.0548

### Flags

The user may add flags in a specific datapoint. Explanation of each flag is shown below:

- M, Data cannot exist. To be used only when no values are provided.
- O, Missing value (not available/omitted/not known/not surveyed). To be used only when no values are provided.
- N, Not significant/negligible. To be used only when a '0' value is provided.
- C, Confidential value. The C flag is used without values.

- "D, Definition differs. To be used only when values are provided. An explanation should be given in the Remarks worksheet.
- B, Break in time series. To be used only when values are provided. An explanation should be given in the Remarks worksheet.
- P, Provisional value. To be used only when values are provided and only for the most recent time period.
- E, Estimated value. To be used only when values are provided.
- U, Low reliability/uncertain. To be used only when values are provided.

## Reporting Instructions

Please select your country and the reference month/year of your submission. Entries and Exits sheets will be automatically updated with the available points of pipeline and LNG gas entry/exit on your country borders with their maximum flow capacities.

For any changes in the list of the available border points or the maximum flow capacities please contact [mgs@iea.org](mailto:mgs@iea.org).

## Create Aggregated Total sheet

After clicking on the 'Create Aggregated Total sheet' option, a summary table displaying the total reported entries and exits can be generated.

## Import CSV/ Export to CSV

Data can be imported to (or exported from) the reporting template via a CSV file.

When you click 'Import CSV file', a windows browser opens to select the file to be imported.

For exporting the data to CSV, you can specify in advance the location of the file and the name of it. Otherwise, when you click "Export to CSV", the CSV file will be exported in the same location of the excel questionnaire.

## Remarks

Use this worksheet to comment on reported data.

## Checks

Several checks have been incorporated.

- Cells are highlighted in red when one of the unit is missing and a warning message appears in the "Summary" sheet.
- A calculated CSV less than 37000 kJ/m<sup>3</sup> (37 TJ/mcm) or more than 42 000 kJ/m<sup>3</sup> (42 TJ/mcm) is highlighted in red.

- Mcm reported figures higher than the reported maximum flow capacity, are highlighted in yellow.

## Timeseries

This TimeSeries sheet provides the same functionalities as the other Entries/Exits sheets, allowing you however to work and/or revise multiple monthly submissions at once (for max. 1 selected year). Please select your country and the year. Entries and Exits sheets will be automatically updated with the available points of pipeline and LNG gas entry/exit on your country borders with their maximum flow capacities. As in the other sheets, you should report million cubic meters, TJ and, if applicable, FLAGS.

### **Import CSVs:**

You can import one or multiple CSV files with this button. CSV files can contain data from multiple months, but the process will only import data matching the Country and Year specified in the sheet.

### **Export CSV:**

The current table will be exported in a single CSV file.

Similarly to the Menu tab, you can specify in advance the location of the file and its name. Otherwise, when you click on “Export to CSV”, the file will be exported in the same location as the exce questionnaire..

### **Refresh Total:**

This button refreshes the calculated values under the Total rows. After any change in this sheet, you should refresh totals. Note that these calculated figures are not included in the CSV you will eventually export. They are just displayed for your information.

### **Insert DataPoint:**

By default, the TimeSeries sheet only shows existing data from the CSVs file you imported (after pressing the Import CSVs button). However, if needed, you can insert data for additional locations belonging to your country borders, that were not originally included in the CSV. Once you clicked on the button, a window will appear. By selecting either one Entry or Exit and Pipeline or LNG and pressing the Refresh Partners and Locations button, you obtain a list of available Partners and Locations.

### **Delete DataPoints**

This button allows (if needed) to remove a location (entry or exit) from the table you are working on.