What is a PTO?

Ownership Transfer of product within Magellan's pipeline systems.
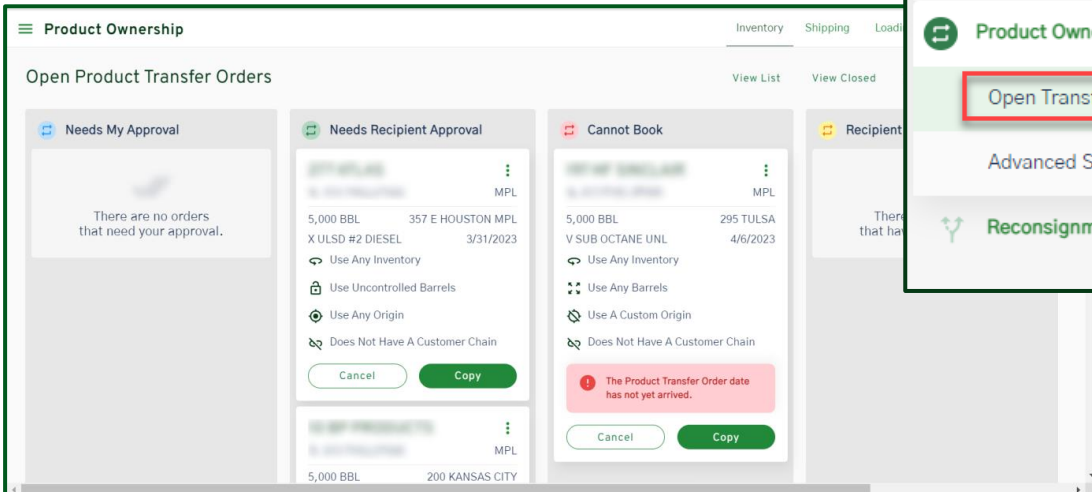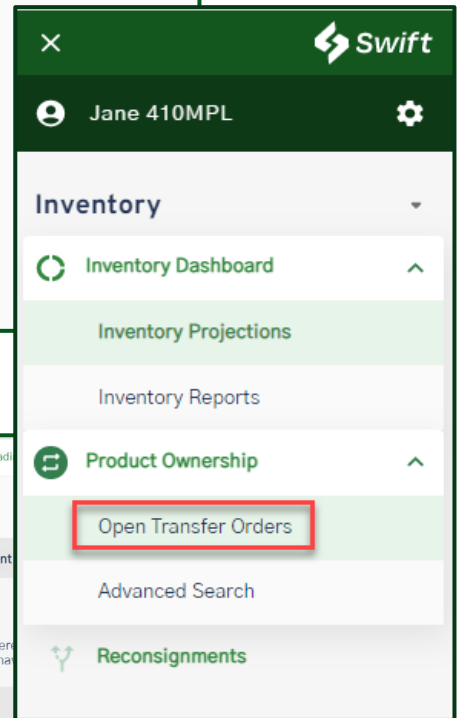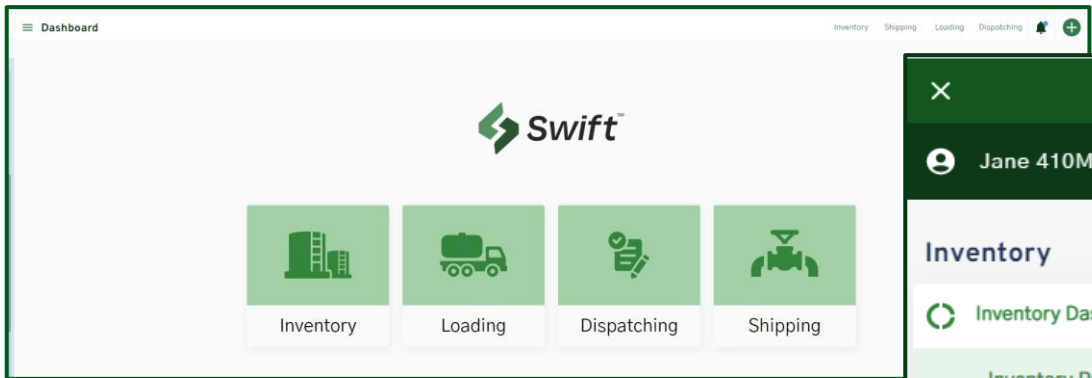
DID YOU KNOW?

PTOs are not a new product. They are just transitioning to Swift.

Swift > Inventory >Product Ownership
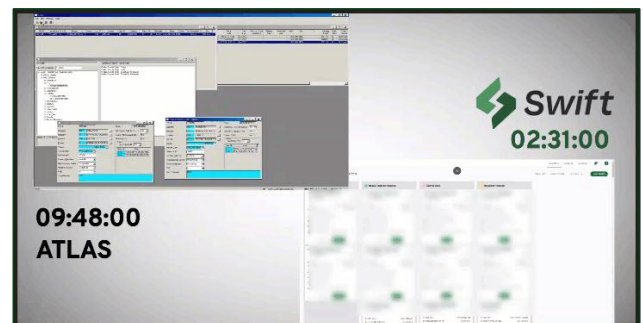
Swift.magellanlp.com

PTO

<u>User Enhancement Value: Why Swift vs. ATLAS?</u>

- Product Transfer Orders exist today in ATLAS.
    - There is no new product functionality, just a transition to start and complete in Swift.
- In a simple, four (4) - step process, you can complete a PTO.
- As you work through the PTO, Swift provides only available origins and a detailed account of available inventory options that can be used to complete the transaction.
- This ensures an accurate transaction using the most real-time data and inventory available.
- Any transaction completed in Swift is automatically reflected in every Magellan system.
- A 74% time-savings improvement when performing a PTO in Swift vs. ATLAS.
    - In a side-by-side comparison, it took 2 minutes, 31 seconds to start and complete a PTO in Swift vs. 9 minutes, 48 seconds in ATLAS.

<u>What should I do now?</u>

1. Log into Swift: Swift.magellanlp.com
2. Complete a PTO.
3. Transition to Swift vs. ATLAS.

<u>I want to provide feedback. What do I do?</u>

Great question. We want to hear from you! Feel free to provide feedback by emailing CommercialTechnology@magellanlp.com.

"Swim Lane" Definitions

1. Needs My Approval
   - Meaning: You have received a PTO, and it is awaiting your action to approve or reject.
   - The PTO will only show if you've been given that PTO.

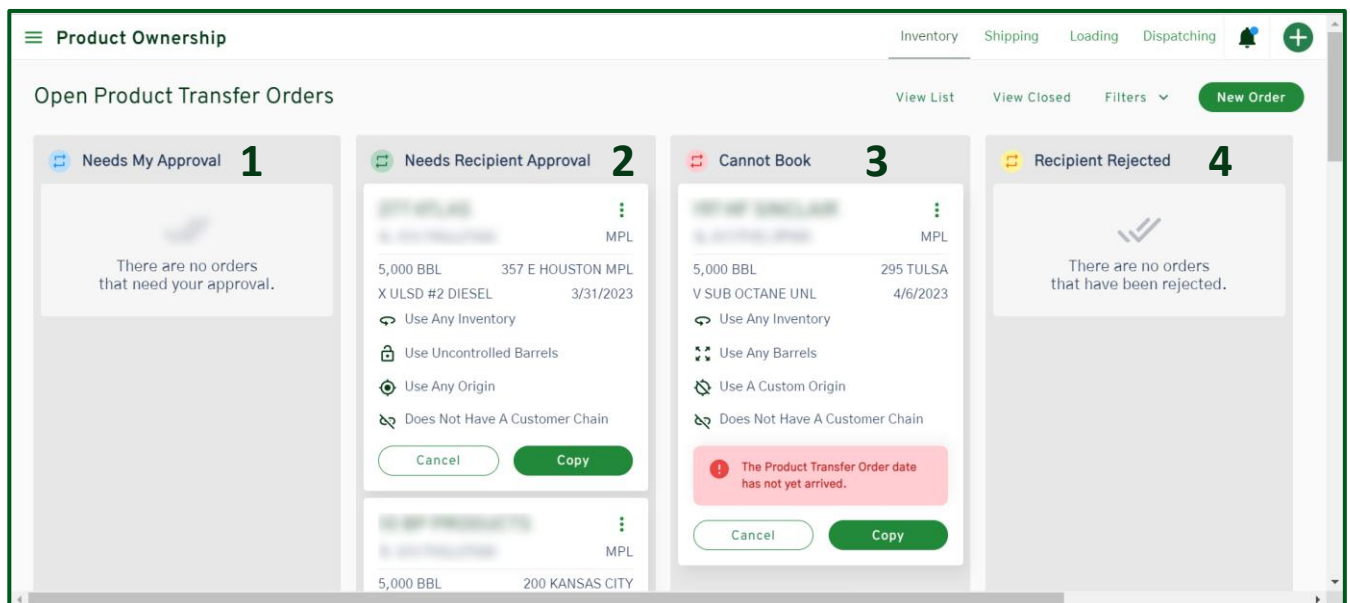2. Needs Recipient Approval
   - You have set up a PTO. It is pending action of accepting or rejecting from the other inventory owner.

3. Cannot Book
   - The PTO created does not currently meet all the requirements necessary to be completed.
     - This may be due to insufficient inventory, a future date/time (cannot book until that date), or other various inventory-related issues.

4. Recipient Rejected
   - Your PTO was not accepted by the recipient it was sent to.

FREQUENTLY ASKED QUESTIONS

1. Why do I have to keep logging in?
   - There is a time-out timeframe of four (4) hours with Swift. This is set to protect.

2. How do I get to PTOs?
   - There is no direct button / tile upon logging into Swift.
   - Path: Inventory > Left Hamburger > Product Ownership

3. How do I change my PTO to an earlier date?
   - New PTO > Fulfillment (Steps 3 & 4).
   - If the product volume is higher than available inventory, you cannot click continue because you don't have enough inventory.

4. Why can I not book a PTO? The two main reasons:
   1. Date is in the future
   2. Not enough inventory

5. How do I accept a PTO?
   - Click Accept in the *Needs My Approval* swim lane. You can also accept in the detail of the PTO card.

6. How do I see the details of what's going and why it didn't go through?
   - Each swim lanes have additional details / explanations in each card
   - There's additional messaging throughout Swift. It's more concise and accurate on the reason for transaction issues.

7. What else is available in Swift?
   1. Self Authorizations
   2. Carrier Authorizations
   3. Customer Authorizations
   4. Sequencing
   5. Supplier Authorizations
   6. Reconsignments
   7. Inventory Dashboard & Reporting
   8. Batches

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What is Swift vs. Swift+? Will it cost to use?

- Swift is a digital transformation replacement of ATLAS and it's free! If you use any of the system services they still have a cost, but the use of Swift is free.

- Swift+ is an upgrade within Swift, and pricing is unique to you! It's a tiered approach based on a per-bbl annual threshold. It even has a tier that includes BOLs at no additional fee.

Swift Access

- First-time Company Enrollment: You must be an Administrator to go through the enrollment process. This admin will set each new user.

- You need to check with your system administrator to see if you've been set up as a user (either read or manage role).

1. Once created, visit https://swift.magellanlp.com to log in.

2. Use your ATLAS credentials to log in.

3. Select Tile to Get Started.

Swift Enrollment

- Use your ATLAS credentials to log in.

- If you cannot remember your password or three security questions, call the Magellan help desk: 918.574.7667

Swift Login is Spinning

- Reach out to CommercialTechnology@magellanlp.com

- Include your email and a screenshot.

How to Enroll in Swift+

1. Hamburger navigation (top left) > Settings Cog Icon > Swift+ icon >

2. New Swift+ Enrollment button

   1. You are enrolled if you see current usage statistics and data for your current plan.

   2. You are not enrolled if you see both *Enroll in Swift+* and the *Get Started* button

3. Complete setup. You will receive a notification upon enrollment.

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<u>If I enroll in Swift+, what fees are covered?</u>

1. Product Transfer Order (PTO)

2. Supplier Authorization

3. Reconsignment Control

4. Shipment Distribution

5. Two-Party Exchange

6. BOLs (Tier 5 only)

<u>When I click Confirm to Enroll on the last step within Swift+ enrollment, did I just execute a contract?</u>

- Yes. When you confirm the last step, a new system contract is auto-generated and your plan will begin on the first day of the following month of enrollment.

<u>What else is included in Swift+ Only?</u>

1. APIs - Automated Data Transfer eliminating manual entry

2. Rack Wait Times - view of projected wait load time at Magellan's various racks, as well as historical information

3. Extended Loading – the ability to overdraw inventory at a location, up to 2,000 barrels, so long as you have the inventory in the system

4. Swift+ User Enrollment Enhancement making it easier

<u>I want to learn more about APIs. How?</u>

1. Visit https://developers.magellanlp.com

2. Register a new API account.

3. Work with Magellan IT to receive unique credentials to gain access.