

## North American Energy Standards Board

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**TO: Interested Industry Participants**  
**FROM: BPS Chairs (Tina Burnett, Mike Novak, Kim Van Pelt, Producer vacancy, Services vacancy)**  
**Rae McQuade, Executive Director**  
**RE: Submission of Work Papers for Upcoming WGQ BPS Meetings**  
**DATE: December 20, 2002**

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Please submit creditworthiness work papers to the NAESB Office by the close of business on January 16, 2003. Work papers will be posted on the WGQ BPS page of the NAESB web site. To help organize comments and/or information contained within the work papers, the BPS Chairs request that work paper contents reference items contained within the Creditworthiness Work Plan approved by the WGQ EC at its December 12, 2002 meeting. If applicable and/or appropriate, incorporation of references to existing policy would also be helpful.

Note that while it will still be possible to submit work papers after this date, the purpose of the deadline is to give parties the best opportunity to prepare, in advance, for the upcoming creditworthiness discussions to be held during January and February 2003.

There will be a brief conference call on January 20, 2003 to have a high-level discussion on submitted work papers. If no work papers are filed, there will not be a conference call.

Finally, please note that contrary to the Draft Minutes and discussion at the December 17, 2002 WGQ BPS Conference Call, the face-to-face meeting will be held on January 22-23, 2003 at Enron's Office in downtown Houston, TX.