



Gas Industry Standards Board

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October 27, 1998

TO: Common Codes Subcommittee chairs, Posting on the GISB home page for interested industry participants
FROM: Rae McQuade, Executive Director
RE: **Meeting Announcement --November 6, 1998**

A meeting of the Common Codes Subcommittee is scheduled for:

Where: Duke Energy Offices, 5400 Westheimer Court, Houston, Texas
When: November 6, 1998
1:00 p.m. to 5:00 p.m.

Please confirm your attendance by October 13 to ensure that correct meeting arrangements can be made. This is a single topic meeting. Other agenda items should be forwarded to Mr. Jerry Hahn for inclusion on a subsequent agenda. The meeting begins at 1:00 p.m. to allow for attendees to fly in and out the same day. It is requested that attendees remain for the entire meeting and make travel arrangements to leave after the conclusion of the meeting, if possible.

The draft agenda follows:

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| 1:00 p.m. | 1. | Administrative
✓ Welcome
✓ Housekeeping Items
✓ Antitrust Advice
✓ Roll Call of Attendees
✓ Adoption of the Agenda |
| 1:30 p.m. | 2. | Legal Entity Common Code Issue (including "headquarters" D-U-N-S® Numbers)
- Need for identification of facilities not identified by the GISB Common Code structure
✓ Explanation of the issue
✓ Practical examples
✓ Alternative Solutions
✓ Determination of Recommended Solution from the Subcommittee |
| 4:30 p.m. | 3. | Other Business Issues |
| 4:45 p.m. | 4. | Next meeting and agenda |
| 5:00 p.m. | 5. | Adjourn |