



North American Energy Standards Board

1100 Louisiana, Suite 3625, Houston, Texas 77002

Phone: (713) 356-0060, Fax: (713) 356-0067, E-mail: naesb@aol.com

Home Page: www.naesb.org

December 19, 2002

TO: NAESB Contracts Subcommittee

FROM: Suzanne Calcagno (UBS Warburg Energy) & Keith Sappenfield (EnCana Corporation), Co-Chairs Contracts Subcommittee, Rae McQuade (NAESB Executive Director)

RE: Agenda for NAESB Contracts Subcommittee face-to-face Meeting – January 21, 2003

There is a face-to-face meeting scheduled for Tuesday, January 21, 2003 to bring work on a "Credit Annex" in accordance with the discussion of our meeting of December 17, 2002. The agenda for the meeting is provided below and conference calling will be available. Please contact the NAESB Office to confirm your interest in this meeting either in person or via conference call. Also, please feel free to call the NAESB office should you have any questions or comments. Conference calling number, password and conference leader information will be available by calling the NAESB Office at 713-356-0060. We look forward to your attendance at the Contracts Subcommittee meeting.

NORTH AMERICAN ENERGY STANDARDS BOARD CONTRACTS SUBCOMMITTEE MEETING

**Location: EnCana Gulf of Mexico LLC's offices
1616 South Voss Road, Suite 750, Houston, Texas 77057
(NW corner of South Voss Road and San Felipe Road west of the Galleria area)**

**Tuesday, January 21, 2003 -- 9:00 a.m. to 5:00 p.m. Central
DRAFT AGENDA**

- 9:00 a.m.
1. Welcome & Administrative Items
 - Antitrust Guidelines
 - Agenda Adoption
 - Review and approved minutes for the December 17, 2002 conference call
 2. Review and discuss comments on the DRAFT "Credit Annex"
 - "Base Document" (mark up of Cinergy's Credit Annex work paper)
 - Reference Documents (EEI MNA, EEI Collateral Annex)
 - Spreadsheet Summary of Comments to "Base Document" submitted on or before January 14, 2003
 3. Discuss and set dates times for next meeting or conference call
 - No dates were discussed for future meetings or conference calls
 4. Next Steps and Other Business
- 5:00 p.m.
5. Adjourn

Work papers are the documents referenced for the 12-17-2002 Conference Call -- (posted on the NAESB Web Site - <http://www.naesb.org/contract.htm>):
