Gas Industry Standards Board

1100 LOUISIANA, SUITE 4925
HOUSTON, TEXAS, 77002
PHONE - (713) 757-4175, FAX - (713) 757-2491, email gisb@aol.com

March 25, 1998

TO: Bill Hebenstreit, Mike Wallace, Posting on the home page for interested industry participants

FROM: Jo Ann Garcia

RE: **MEETING ANNOUNCEMENT FOR THE CONTRACTS TASK FORCE FOR THE GAS DAY TRADES**

The next meeting of the Day Trades Task Force will be held on:

- ✓ Date: April 3, 1998
- ✓ Time: 10:00 a.m. to 2:00 p.m.
- ✓ Place: El Paso Energy
  1001 Louisiana Street, 25th Floor Conference Room
  Telephone: (713) 757-4175

Visitors can check in at either the East or West first floor entrances to the building and have security call Trevy Mulvany at ext. 2074 to reach the lobby elevators to proceed to the 25th floor.

Should you require hotel accommodations, there are a couple of hotels conveniently located near El Paso Energy: Hyatt Regency (713-654-1234), Doubletree (713-759-0202) and the Four Seasons (713-650-1300).

Messages for attendees may be left with Trevy Mulvany at (713) 757-2074. In case of urgency, please contact Dalia Alejos at (713) 757-4175 and the messages will be personally delivered.

For meeting arrangement purposes, please RSVP to Jo Ann Garcia at 713-757-4567 or email address GISB4@aol.com no later than end of business April 1.

The working papers for this meeting are the minutes of the February 6 meeting, the comments received from Amoco and Exxon, and the draft Executive Committee (EC) minutes from March 19. The EC minutes and comments can be downloaded from the GISB home page (www.gisb.org) in the "EXECUTIVE COMMITTEE" area. The minutes can be downloaded from the GISB home page (www.gisb.org) in the "CONTRACTS SUBCOMMITTEE" area under the February 6 meeting. The draft agenda is attached.

We look forward to your attendance at the meeting.

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GAS INDUSTRY STANDARDS BOARD
CONTRACTS TASK FORCE ON DAY TRADES

EL PASO ENERGY, HOUSTON, TEXAS
APRIL 3, 1998
10:00 AM - 2:00 PM

DRAFT AGENDA

1. Administrative: Welcome, Antitrust Advice, Roll Call, Adoption of Agenda
2. Review of the "GO Contract" for consideration of the Amoco and Exxon comments
3. Review of changes as discussed at the Executive Committee meeting of March 19
4. Next meeting and agenda if needed
5. Adjourn