



North American Energy Standards Board

1301 Fannin, Suite 2350, Houston, Texas 77002

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

Home Page: www.naesb.org

November 26, 2003

TO: NAESB Executive Committee and Interested Industry Participants
FROM: Todd Oncken, NAESB Deputy Director
RE: Executive Committee Meeting Agendas

NORTH AMERICAN ENERGY STANDARDS BOARD EXECUTIVE COMMITTEE MEETING
Hosted by NAESB - Houston, Texas
December 9-11, 2003

As announced at prior Executive Committee meetings, meeting announcements and in other communications, the Executive Committee (EC) will meet in Houston, Texas hosted by NAESB on December 9 to 11. Below are the meeting arrangements:

Where: 1301 Fannin
Houston, Texas, 77002
13th Floor - San Jacinto Meeting Room
Phone: 713-356-0060

Contact: Veronica Thomason
713-356-0060 (main number)

WHEN: Tuesday, December 9, 2003 -- 10:00 a.m. to 4:00 p.m. C - Wholesale Electric Quadrant
Wednesday, December 10, 2003 -- 9:00 a.m. to 2:00 p.m. C - RGQ/REQ EC Joint Session
Wednesday, December 10, 2003 - 2:00 p.m. to 3:00 p.m. C - Retail Electric Quadrant
Wednesday, December 10, 2003 -- 3:00 p.m. to 4:00 p.m. C - Retail Gas Quadrant
Thursday, December 11, 2003 -- 9:00 a.m. to 4:00 p.m. C - Wholesale Gas Quadrant

Meeting arrangements are posted on the NAESB web site (<http://www.naesb.org/pdf/ec120903ma.pdf>). If you intend to attend the EC meetings, please RSVP to the NAESB office (naesb@aol.com) by December 3.

The materials for the meeting will be emailed to the participants and posted on the web site shortly. Conference calling will be available for those unable to attend in person - please call the office for the dial-in number, pass code and conference leader. The meeting is open to any interested party. As always, the chair reserves the right to extend the time of the meeting to ensure that agenda items are addressed. The times indicated on the agenda will be followed to ensure that agenda items are allotted appropriate time slots. Should an agenda item conclude earlier than its stated time slot, the remaining time can be allotted to other agenda items at the discretion of the chair.

Please feel free to call the NAESB office should you have any questions or comments.

Best Regards,
Todd Oncken

cc: Rae McQuade, Executive Director



North American Energy Standards Board

1301 Fannin, Suite 2350, Houston, Texas 77002

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

Home Page: www.naesb.org

NORTH AMERICAN ENERGY STANDARDS BOARD EXECUTIVE COMMITTEE MEETING Hosted by NAESB – Houston, Texas

Tuesday, December 9, 2003 -- 10:00 a.m. to 4:00 p.m. Central – Wholesale Electric Quadrant (WEQ)

DRAFT AGENDA

- 10:00 a.m.
1. Welcome
 - Antitrust Guidelines
 - Welcome to members and attendees
 - Introduction and Roll Call
 - 2004 Meeting Schedule
 2. Wholesale Electric Quadrant Draft Agenda & Draft Minutes
 - Adoption of WEQ Agenda
 - Adoption of Draft Minutes
 3. Review of Board approved 2004 Annual Plan and Assignments
 4. Subcommittee Updates and Final Update to the 2003 Annual Plan
 - Business Practices Subcommittee
 - Inadvertent Interchange Payback
 - Electronic Scheduling Subcommittee
 - Glossary Subcommittee
 - Standards Review Subcommittee
 - Coordinate Interchange Business Practices
 - Coordinate Operations Business Practices
 - Operate Within Limits Business Practices
 - Balancing Resources and Demand
 - Facility Ratings
 - Seams Subcommittee
 - Information Technology Subcommittee
 - PKI
 - OASIS 1A
 - Update of the 2003 Annual Plan
 5. Liaison Efforts
 - NERC
 - ISO-RTO Council
 - Joint Interface Committee (JIC)
 - FERC Meeting 12-1-03
 6. Board Meeting 12-04-03 Review
 7. New Business
 - Installation of 2004 Executive Committee Officers
- 4:00 p.m.
8. Adjourn

Attire – Business Casual



North American Energy Standards Board

1301 Fannin, Suite 2350, Houston, Texas 77002

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

Home Page: www.naesb.org

NORTH AMERICAN ENERGY STANDARDS BOARD EXECUTIVE COMMITTEE MEETING Hosted by Systrends - Tempe, Arizona

**Wednesday, December 10, 2003 -- 9:00 a.m. to 2:00 p.m. Central - Joint Session of Retail Gas and Electric Quadrants
DRAFT AGENDA**

- 9:00 a.m.
1. Welcome
 - Antitrust Guidelines
 - Welcome to members and attendees
 - Introduction and Roll Call
 - 2004 Meeting Schedule
 2. Joint Session Draft Agenda & Draft Minutes
 - Adoption of Agenda
 - Adoption of Draft Minutes
 3. General Actions, Possible Developments
 - Communication Plan for the New MBPs
 - Process for Publishing our soon to be approved Model Business Practices
 4. Subcommittee Updates and Final Review of 2003 Annual Plans
 - Customer Processes Subcommittee
 - Glossary Subcommittee
 - Supplier Utility Interface Subcommittee
 - Technical Electronic Implementation Subcommittee
 5. Billing and Payments Model Business Practices
 - Presentation
 - Discussion/Q&A
 - REQ Vote
 - RGQ Vote
 6. Review of Board approved 2004 Annual Plans and Assignments
 7. Board Meeting 12-04-03 Review
 8. Update on Wholesale Quadrants
 9. Other Business
 - Actions consistent with the Triage disposition of Request R03031
- 2:00 p.m.
10. Adjourn

Attire - Business Casual



North American Energy Standards Board

1301 Fannin, Suite 2350, Houston, Texas 77002

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

Home Page: www.naesb.org

NORTH AMERICAN ENERGY STANDARDS BOARD EXECUTIVE COMMITTEE MEETING Hosted by NAESB – Houston, Texas

Wednesday, December 10, 2003 -- 2:00 p.m. to 3:00 p.m. Central – Retail Electric Quadrant (REQ) DRAFT AGENDA

- 2:00 p.m.
1. Welcome
 - Antitrust Guidelines
 - Welcome to members and attendees
 - Introduction and Roll Call
 2. REQ Draft Agenda & Draft Minutes
 - Adoption of Agenda
 - Adoption of Draft Minutes
 3. Vacancies on Executive Committee
 4. REQ Specific Items
 5. Other Business
 - Installation of 2004 Executive Committee Officers
- 3:00 p.m.
6. Adjourn

Wednesday, December 10, 2003 -- 3:00 p.m. to 4:00 p.m. Central – Retail Gas Quadrant (RGQ) DRAFT AGENDA

- 3:00 p.m.
1. Welcome
 - Antitrust Guidelines
 - Welcome to members and attendees
 - Introduction and Roll Call
 2. RGQ Draft Agenda & Draft Minutes
 - Adoption of Agenda
 - Adoption of Draft Minutes
 3. Retail Gas Business Practices Inventory Task Force Update
 4. Recruiting Task Force
 5. Vacancies on Executive Committee
 6. Other Business
 - Installation of 2004 Executive Committee Officers
- 4:00 p.m.
7. Adjourn

Attire – Business Casual



North American Energy Standards Board

1301 Fannin, Suite 2350, Houston, Texas 77002

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

Home Page: www.naesb.org

NORTH AMERICAN ENERGY STANDARDS BOARD EXECUTIVE COMMITTEE MEETING

Hosted by NAESB – Houston, Texas

Thursday, December 11, 2003 -- 9:00 a.m. to 4:00 p.m. Central – Wholesale Gas Quadrant (WGQ)

DRAFT AGENDA

- 9:00 a.m.
1. Welcome
 - Antitrust Guidelines
 - Welcome to members and attendees
 - Introduction and Roll Call
 - 2004 Meeting Schedule
 2. Wholesale Gas Quadrant Draft Agenda & Draft Minutes
 - Adoption of WGQ Agenda
 - Adoption of Draft Minutes
 3. Review of Board approved 2004 Annual Plan and Assignments
 4. Subcommittee Updates and Final Review of 2003 Annual Plan
 - Business Practices Subcommittee
 - Contracts Subcommittee
 - EDM Subcommittee
 - Information Requirements Subcommittee
 - Technical and ANSI X12 Subcommittees
 - Interpretations Subcommittee
 - Update of the 2003 Annual Plan
 5. Board Meeting 12-04-03 Review
 6. Revised WGQ Procedures
 7. New Business
 - Installation of 2004 Executive Committee Officers
 - Discussion on recent creditworthiness events
- 4:00 p.m.
8. Adjourn

Attire – Business Casual