



Gas Industry Standards Board

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October 8, 1998

TO: GISB Membership and posting on the home page for interested industry participants
FROM: Rae McQuade, Executive Director
RE: **MEETING ANNOUNCEMENT FOR THE IMBALANCE SUBCOMMITTEE**

The next teleconference call for development of imbalance standards will be held on:

- ✓ Date: October 22, 1998
- ✓ Time: 9:00 a.m. to noon central
- ✓ Place: Teleconference Call

Please call the GISB office for the phone number and pass code. The draft agenda for the meeting is:

1. Administrative:
 - ✓ Welcome
 - ✓ Antitrust Advice
 - ✓ Roll Call
 - ✓ Adoption of Agenda
 - ✓ Adoption of Minutes from October 8, 1998
2. Review of Timing and Deadline Requirements - Trading Windows (see 10/08/98 minutes)
3. Data Set and Data Element Review
 - ✓ Request for Trade (modifications posted with 10/08/98 minutes)
 - ✓ Quick Response for Trade (work papers posted for 10/08/98 meeting)
 - ✓ Request for Confirmation of Trade (work papers posted for 10/08/98 meeting)
 - ✓ Trade Confirmation (title correction made on 10/08/98)
 - ✓ Trade Notification (work papers posted for 10/08/98 meeting)
 - ✓ Authorization for Posting Authorized Imbalances (work papers posted for 10/08/98 meeting)
 - ✓ Request for download of Authorized Imbalances (work papers posted for 10/08/98 meeting)
 - ✓ Authorized Imbalance Transmission (work papers posted for 10/08/98 meeting)
4. Discussion on next meeting and agenda, determination of need for face-to-face meeting
5. Adjourn

We look forward to your attendance at the meeting.