

# North American Energy Standards Board

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**TO:** PPRTF Chairs (Mike Novak and Leigh Spangler)  
Posting for Interested Industry Participants  
**FROM:** Rae McQuade, Executive Director  
**RE:** Draft Agenda for the Publication Process Review Task Force - January 18, 2002  
**DATE:** January 16, 2002

**NORTH AMERICAN ENERGY STANDARDS BOARD  
PUBLICATION PROCESS REVIEW TASK FORCE  
Friday January 18, 2002 9:00 a.m. – 12:00 p.m.**

**DRAFT AGENDA**

Please plan to participate in a conference call meeting scheduled for:

**Date & Time:** Friday January 18, 2002  
9:00 a.m. - 12:00 p.m. (Central Time)

**Phone Number:** Please call the NAESB office (713-356-0060) for the phone number, conference leader and pass code

**Agenda for the meeting is:**

- 1. Administrative: Welcome, Antitrust, Attendee Roll Call, Adoption of Agenda and Adoption of Draft Meeting Minutes for January 15, 2002.**
- 2. Further develop a proposed Publication Timeline for Version 1.6.**  
(NOTE: See revised workpapers dated as of 1/15/02 posted for this meeting.)
- 3. Review of revised workpapers reflecting the Existing Process (from 17/2 EC Vote to publication) flow chart and accompanying notes**  
(NOTE: For accompanying notes – see the workpaper dated as of 1/11/02 posted for 1/15/02 meeting. For the flow chart see the workpapers dated as of 1/8/02 posted for this meeting.)
- 4. Review of revised workpapers reflecting the Proposed Recommendation Processing (from 17/2 EC Vote to publication) flow chart and applicable notes.**  
(NOTE: For accompanying notes see the workpaper dated as of 1/15/02 and for the flow chart see the workpapers dated as of 1/8/02, all of which is posted for this meeting.)
- 5. Review of revised workpaper reflecting proposed changes to the Request for Standards and / or Clarifications Log and / or Minor Clarifications and Corrections, including the applicable notes.**  
(NOTE: See revised workpaper dated as of 1/15/02 posted for this meeting.)

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## **6. Discussion on Minor Clarifications and Corrections**

- Review of workpaper reflecting the Proposed Recommendation Processing (flow chart)  
(NOTE: See workpaper dated 11/30/01 posted for 1/8/02 meeting.)

## **7. Discussion on potential Publication Process (from Final Actions to Version Issuance)**

- Review of revised workpaper reflecting the steps for creation of the standards manual  
(NOTE: See workpaper 7 dated 11/16/01 posted for 11/26/01 meeting.)

## **8. Upcoming Meetings**

- Upcoming meetings.

## **9. Adjourn**