



Gas Industry Standards Board

1100 Louisiana, Suite 4925, Houston, Texas 77002

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

Home Page: www.gisb.org

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 - November 6, 2001

DATE: November 1, 2001

GAS INDUSTRY STANDARDS BOARD

PUBLICATION PROCESS REVIEW TASK FORCE

Tuesday, November 6, 2001 9:00 a.m. – 11:00 a.m.

DRAFT AGENDA

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

Date & Time: Tuesday November 6, 2001
9:00 a.m. - 11:00 a.m. (Central Time)

Phone Number: Please call the GISB 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 November 1, 2001**
- 2. Review of Existing Procedures (from 17/2 EC Vote to publication) and applicable notes for the flow chart**
- 3. Discussion of potential improvements to the process**
 - Enhancements to Recommendation Processing (flow chart and accompanying notes)
 - Review of revised workpaper reflecting proposed changes to the Request for Standards and / or Clarifications Log
 - Review of the format of the Final Actions.
 - Review of Standards Action Bulletin and the corresponding GISBOPs
- 4. Discussion of potential Publication Process (from Final Actions to Version Issuance)**
- 5. Upcoming Meetings**
 - Future Dates for October and November meetings
- 6. Adjourn**