



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

TO: REQ/RGQ SUIS members, Posting for Other Interested Industry Participants
FROM: Bill Newbold, Detroit Edison, REQ SUIS Co-Chair
Suzanne Calcagno, UBS Warburg Energy, RGQ SUIS Co-Chair
RE: Agenda for REQ/RGQ SUIS Meeting January 13, 2004
DATE: December 17, 2003

**NORTH AMERICAN ENERGY STANDARDS BOARD
RETAIL ELECTRIC QUADRANT/RETAILGAS QUADRANT
Joint Supplier-Utility Interface Subcommittee (SUIS) Meeting**

REVISED MEETING ANNOUNCEMENT

WHERE: Georgia Power Company
241 Ralph McGill Blvd.
Atlanta, GA

WHEN: Tuesday January 13, 2004
8:30 AM – 5:00 PM (Local Time)

Please contact the NAESB office for conference call number, pass code and conference leader.

See Meeting Arrangements on NAESB web site
For security reasons: RSVP to Yvette Camp at yscamp@southernco.com

PURPOSES:

1) Approve Creditworthiness Introductory sections

Prior to the meeting SUIS members are expected to review the draft Introduction and Executive Summary (previously posted to SUIS web site) and submit comments by Dec 17, 2003.

We will be discussing final changes and voting to formally approve these sections and send them on to the REQ and RGQ Executive Committees.

2) Discuss next steps for the Model Non-Disclosure Agreement

At December 23 Conference Call it was decided to create an outline rather than a detailed model contract. First draft of an outline will be posted in December 2003

3) Begin detailed discussion of Market Participant Interactions document.

Prior to the meeting SUIS members are expected to review the reformatted draft Model Business Practices (posted 12/8/03) and submit comments by Dec 17, 2003.

Any materials for the meeting will be posted on the web site.

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



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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.



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RETAIL ELECTRIC QUADRANT/RETAIL GAS QUADRANT

Joint Supplier-Utility Interface Subcommittee Meeting

REVISED AGENDA

Tuesday, January 13, 2004 (8:30 AM – 5:00 PM Eastern)

- | | | |
|----------------|-----|---|
| 8:30 – 9:00 | 1. | <u>Administrative</u> <ul style="list-style-type: none">• Welcome to members and attendees• Antitrust Guidelines• Introductions• Adoption of Agenda• Adoption of Draft Minutes of October 23, 2003 SUIIS meeting• Adoption of Draft Minutes of December 3, 2003 SUIIS Conference Call |
| 9:00 – 10:00 | 2. | <u>Discussion and Approval of Creditworthiness Introductory Sections</u> <ul style="list-style-type: none">• Review of submitted comments• Vote to approve sections (as amended, if applicable) |
| 10:00 – 10:15 | 3. | <u>Break</u> |
| 10:15 – 11:00 | 4. | <u>Approval of Creditworthiness Introductory Sections (Cont'd)</u> |
| 11:00 – 12:00 | 5. | <u>Next Steps for Model Non-Disclosure Agreement</u> <ul style="list-style-type: none">• Discussion of draft outline• Next steps |
| 12:00 – 12 :45 | 6. | <u>Lunch</u> |
| 12:45 – 2:30 | 7. | <u>Discussion of Market Participant Model Business Practices Red-line</u> <ul style="list-style-type: none">• Review of submitted comments<ul style="list-style-type: none">• Go through the document start to finish• Revise document |
| 2:30 – 2:45 | 8. | <u>Break</u> |
| 2:45 – 3:45 | 9. | <u>Discussion of Market Participant Model Business Practices (Cont'd)</u> |
| 3:45 – 5:00 | 10. | <u>Next Steps</u> <ul style="list-style-type: none">• Information on web-meeting options• Next Meeting<ul style="list-style-type: none">• When, where, how |
| 5:00 | 11. | <u>Adjourn</u> |