

North American Energy Standards Board

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TO: Interested Industry Participants
FROM: Glossary Subcommittee Co-Chairs
RE: Draft Agenda for the RGQ/REQ Glossary Subcommittee – December 18, 2003
DATE: December 2, 2003

**NORTH AMERICAN ENERGY STANDARDS BOARD
Retail Gas Quadrant and Retail Electric Quadrant
Glossary Subcommittee**

Conference Call

**Thursday, December 18, 2003
9:00 – 11:00 A.M. CST**

Draft Agenda

Contact the NAESB office for the conference call number, password, and conference leader.

1. **Administrative**
 - Welcome**
 - Antitrust**
 - Attendee Roll Call**
 - Adoption of Agenda**
 - Adoption of Meeting Minutes from November 20 and December 2, 2003 (if available)**
2. **Review Process for Adopting Definitions Workpaper and Flow Chart**
3. **Review REQ/RGQ Glossary Subcommittee Mission Statements**
4. **Discuss format of the REQ/RGQ Master Glossary**
5. **Next Meeting**
6. **Adjourn**