



North American Energy Standards Board

1301 Fannin, Suite 2350, Houston, Texas 77002

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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 – October 23, 2003
DATE: October 10, 2003

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

MEETING ANNOUNCEMENT

WHERE: Gulf Power Company
500 Bayfront Parkway
Pensacola, FL

See Meeting Arrangements on NAESB web site

WHEN: Thursday, October 23, 2003
8:30 AM – 5:00 PM (Local Time)

TELECONFERENCING: Please contact the NAESB office for the dial-in number, passcode and conference leader.

PURPOSE: To begin discussion and development of Model Business Practices for Market Participant Interactions

The CUBR/EEI Uniform Business Practices chapter on Market Participant Interactions has been posted to the SUIS web site as a resource document. Participants are encouraged to submit other relevant documents to NAESB for posting prior to the meeting.

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 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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Joint Supplier-Utility Interface Subcommittee Meeting

DRAFT AGENDA

Thursday October 23, 2003 8:30 – 3:00 (Local Time)

- 8:30 – 9:00 AM 1. **Administrative**
- Welcome to members and attendees
 - Antitrust Guidelines
 - Introductions
 - Adoption of Agenda
 - Adoption of Draft Minutes of September 11, 2003 SUI meeting
- 9:00 – 9:15 2. **Update on October 8, 2003 Executive Committee Meetings**
- Creditworthiness Model Business Practices
 - Non-Disclosure Agreement
 - 2004 Annual Plan Recommendations
- 9:15 – 10:00 3. **SUIS Leadership**
- Election/Selection of Co-Chairs
- 10:00 – 10:15 4. **Break**
- 10:15 – 12:00 5. **Discussion of “Market Participant Interactions” task scope**
- 12:00 – 12:45 6. **Lunch**
- 12:45 – 2:30 7. **Discussion of “Market Participant Interactions” Model Business Practices**
- 2:30 – 2:45 8. **Break**
- 2:45 – 4:00 9. **Market Participant Interaction MBP Discussion (Continued)**
- 4:00 – 5:00 10. **Next Steps**
- 5:00 PM 11. **Adjourn**