



North American Energy Standards Board

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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 Conference Call December 3, 2003
DATE: November 24, 2003

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

MEETING ANNOUNCEMENT (Conference Call)

WHEN: Wednesday December 3, 2003 12:00 – 2:00 Central Time

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

PURPOSE:

- 1) To determine the scope and timing of further work on the Non-Disclosure Agreement (NDA) resulting from the creditworthiness effort
 - a. Prior to the meeting SUIS members are expected to review the NDA document (*posted to SUIS web site with this Agenda*) with their legal personnel and come to the meeting ready to decide if SUIS should take the NDA to the “Model” contract level or reduce the scope of the effort to producing an outline of agreement content, based on their assessment of how difficult reaching “Model” status would be;
 - b. Given the direction decided above, establish a sub-team to work on the NDA and set the completion date.
- 2) Perform a quick review of the red-lining performed on “Market Participant Interactions” at the October 23 meeting and discuss additional tasks to be completed prior to the January 13, 2004 SUIS meeting in Atlanta. (*Red-line posted to SUIS web-site November 5, 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 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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REVISED DRAFT AGENDA

Wednesday December 3, 2002 (12:00 Noon – 2:00 PM Central)

- 12:00 – 12:15 1. **Administrative**
- Welcome to members and attendees
 - Antitrust Guidelines
 - Introductions
 - Adoption of Agenda
 - Adoption of Draft Minutes of October 23, 2003 SUIIS meeting
- 12:15 – 1:00 2. **Discussion of Non-Disclosure Agreement**
- Taking NDA to “Model” status, given the input of our legal personnel
 - Assign Sub-team
 - Set dates
- 1:00 – 1:30 3. **Market Participant Red-line**
- Reaction to red-line
 - Can we use re-formatted red-line as our starting point?
 - Process for gathering comments prior to January 13, 2004 meeting
 - Propose similar process to Creditworthiness
 - Submit red-line changes by 12/24/03
 - Compiled spreadsheet by 1/7/04
 - Discussion of process for handling sample contracts submitted by SUIIS members
- 1:30 – 1:45 4. **Updates**
- Update on Creditworthiness Introductory Sections
 - Brief update by Mary Edwards on collection of web-meeting information
- 1:45 – 2:00 5. **Next Steps**
- January 13, 2004 Meeting in Atlanta
 - Georgia Power 8:30 – 5:00
- 2:00 5. **Adjourn**