



North American Energy Standards Board

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via email and posting

TO: NAESB WEQ Funds Transfer Agent Agreement Task Force Conference Call
Participants and Posting for Interested Parties

FROM: Rae McQuade, Executive Director

RE: Conference Call February 21, 2003

DATE: February 19, 2003

Dear NAESB WEQ Funds Transfer Agent Agreement Task Force (FTAA) Task Force participants,

At the Contracts Subcommittee meeting on January 28, it was determined to set up the FTAA task force. As noted in the minutes of that meeting:

FTAA Task Force: The FTAA Task Force is charged with reviewing the red-lined NAESB WGQ FTAA and reporting back to the next WEQ Contracts Subcommittee meeting with a recommendation for adoption as a standard, if appropriate. The following participants volunteered to work on the FTAA Task Force: Ms. Gasca (chair), Mr. Johnson, Mr. Dison, Mr. Poche, Mr. Thorsen and Mr. Freitas.

As such several conference calls were set up in January for this task force, and announced and postes. The group has already met via conference call on 2-14-03 from 9:00 am to noon Central, and is scheduled to meet via conference call on 2-21-03 from 1:00 pm to 4:00 pm Central and 2-26-03 from 9:30 am to 10:30 am Central. The update and request for development would be given at the Contracts Subcommittee meeting on March 5 (10 am to 3 pm MT) in Phoenix. A draft agenda for 2-21 is shown following. The work papers as they are posted may be downloaded from the NAESB web site, (http://www.naesb.org/weq_contracts.htm). A revised redlined FTAA resulting from the 2-14-03 call and a draft request have been posted, along with draft minutes from 2-14-03. Please call the office (713-356-0060) for call-in instructions if you would like to participate and did not receive the notice of the conference calls.

The work products of these meetings will be presented to the Contracts Subcommittee for review and discussion on March 5 in Phoenix. This, as with all NAESB meetings, is an open meeting. Ms. Gasca will lead the call.

We look forward to your attendance.

Best Regards,
Rae McQuade



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Draft Agenda

1. Welcome
 - Antitrust Guidelines
 - Welcome to attendees
 - Adoption of Agenda
 - Adoption of draft minutes of 2-14-03
2. Review of charge of the task force
3. Discussion and review of request, including any modifications
4. Discussion of revised redlined FTAA, plan for any changes
5. Other Business
6. Adjourn