



North American Energy Standards Board

1100 Louisiana, Suite 3625, Houston, Texas 77002

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Home Page: www.naesb.org

November 15, 2002

TO: NAESB Executive Committee and Interested Industry Participants
FROM: Jim Buccigross, NAESB Executive Committee Chairman
Rae McQuade, NAESB Executive Director
RE: NAESB WGQ Executive Committee Conference Call – November 15, 2002

**NORTH AMERICAN ENERGY STANDARDS BOARD
WGQ Executive Committee Conference Call on the WGQ 2003 Annual Plan**

Friday, November 15, 2002 – 10:00 a.m. to 11:00 am

Final Minutes

1. Welcome

Mr. Buccigross welcomed the WGQ EC members and attendees and read the antitrust guidelines. The roll was called and quorum established. The agenda was adopted by unanimous consent through a motion of Ms. McVicker and a second of the motion by Ms. Chezar.

2. Review of each item on the plan for priorities and completion dates

Mr. Buccigross outlined the goal of this meeting as a review of the WGQ Draft Annual Plan with WGQ EC endorsement prior to forwarding the plan to the Board for adoption. Each item of the draft WGQ Annual Plan was discussed. At the end of the review and discussion, Ms. McVicker made the motion to adopt the plan, which was seconded by Ms. Chezar. The plan was adopted via unanimous consent. Please see draft WGQ 2003 Draft Annual Plan, attached.

3. Next Steps

There was no other business raised. Mr. Buccigross will present the plan to the Board of November 21 for adoption.

4. Adjourn

The conference call adjourned at 10:45 a.m.

5. Attendees

Attendee	Organization	Member of the WGQ EC
Mariam Arnaout	American Gas Association	
Jim Buccigross	Group 8760	Yes
Kathryn Burch	Duke Energy	
Dolores Chezar	KeySpan	Yes
Craig Colombo	Dominion Resources	
Dale Davis	Williams Gas Pipeline	Yes
Jennifer Deegan	Washington Gas & Light	
Andrew Dotterweich	Consumers Energy	
Mark Gracey	Tennessee Gas Pipeline	Yes
Dona Gussow	Florida Power & Light	Yes



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Attendee	Organization	Member of the WGQ EC
Bill Hebenstreit	El Paso Merchant Energy	Yes
Sheri Heslington	Dominion	Yes
Iris King	Dominion Transmisson	
Chris Maturo	Nisource	Yes
Diane McVicker	Salt River Project	Yes
Michael Novak	National Fuel	Yes
Todd Oncken	NAESB	
Bill Oppenheim	Peco	
Majorie Perlman	Rochester Gas & Electric	
Keith Sappenfield	Encana Incorporated	Yes
Roger Schwecke	Southern California Gas Company	Yes
Leigh Spangler	Latitude Technologies	Yes
Kim Van Pelt	CMS Panhandle Eastern Pipeline	Yes
Mark Vaughn	Cascade Natural Gas	
Randy Young	Gulf South	Yes



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NORTH AMERICAN ENERGY STANDARDS BOARD Draft 2003 ANNUAL PLAN – WHOLESALE GAS QUADRANT

Item Description	Completion ¹	Assignment
Contracts		
1 Complete the Credit Annex for the contract for purchases and sales of natural gas ² .	2 nd Qtr 2003	Contracts Subcommittee
2 Develop the Mexican Addendum to the base contract for purchase and sales of natural gas.	4 th Qtr 2003	Contracts Subcommittee
Electronic Delivery Mechanisms and Related Activities		
3 Preparation of documents and submission of EDM standards to ANSI for approval as ANSI standards.	4 th Qtr 2003	EDM Subcommittee
4 Explore additional possibilities for partnership with the Department of Energy.	4 th Qtr 2003	EC Officers
5 Review and enhance security standards as required by technological changes.	2 nd Qtr 2003	EDM Subcommittee
6 Review of minimum technical characteristics in Appendices C, D, and E of the EDM Manual.	2 nd Qtr 2003	EDM Subcommittee
Standards Implementation		
7 Develop Creditworthiness Standards pursuant to an Annual Plan item. Such development should be restricted to implementation of existing Commission policy, new Commission policy after it has been ordered and non-policy oriented aspects of Creditworthiness.	2 nd Qtr 2003	Business Practices Subcommittee

Provisional Activities³

“Energy Day” Standard - including assessment of changes to existing NAESB standards.

Remand of FERC Order 637 Issues – (1) forward-backward haul to the same point, and (2) Right of First Refusal.

Model financial hedging agreement development⁴.

¹ Dates in the completion column are by end of the quarter for completion by the assigned committee. The dates do not necessarily mean that the standards are fully staffed so as to be implementable by the industry, and/or ratified by membership. If one item is completed earlier than planned, another item can begin earlier and possibly complete earlier than planned. There are no begin dates on the plan.

² This item may require coordination with wholesale electric quadrant as it may be related to WEQ Annual Plan item no. 5.

³ To the extent that it is determined that any of the provisional activities should be worked upon during the year as a result of a specific request for standards development or a FERC action, the Board has the discretion to modify the annual plan.



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Item Description	Completion	Assignment
FERC order -- Docket No. RM01-10-000 (Affiliate Order).	1	
Base contract for purchase and sales of natural gas – electronic contract.		
Program of Standards Maintenance & Fully Staffed Standards Work⁵		
Business Practice Requests	Ongoing	Assigned by the EC on a request by request basis
Continue review against plan for migration to ANSI ASC X12 new versions as needed and coordinate such activities with DISA.	Ongoing	ANSI (X12) Subcommittee
Information Requirements and Technical Mapping of Business Practices	Ongoing	Assigned by the EC on a request by request basis
Ongoing Interpretations for Clarifying Language Ambiguities	Ongoing	Assigned by the EC on a request by request basis
Ongoing Maintenance of Code Values and Other Technical Matters	Ongoing	Assigned by the EC on a request by request basis

- Notes:
- (a) Priority is given to action items that are carry-overs from the 2002 Annual Plan.
 - (b) Any new activity should be preceded by a request from the submitter after which the annual plan will be revisited. The provisional items would only be addressed after a request is submitted or an order is issued by the FERC.

⁴ This item may require coordination with wholesale electric quadrant as it may be related to WEQ Annual Plan item no. 5.

⁵ This work is considered routine maintenance and thus the items are not separately numbered.