



Gas Industry Standards Board

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via email and posting

TO: GISB XML Subcommittee Participants
FROM: Rae McQuade, GISB Executive Director
Bill Hunsicker, GISB XML Subcommittee Co-Chair
Peter Goldberg, GISB XML Subcommittee Co-Chair
RE: Announcement of Teleconference Call and Meeting of the XML Subcommittee -
July 13, 2001
DATE: July 12, 2001

Dear XML Subcommittee Participants,

AS previously announced, the XML Subcommittee will have a teleconference call and meeting on July 13. Please note that several work papers have been posted that should be downloaded prior to attending the meeting, along with the draft minutes of the May 29 meeting. During the call the Implementation Guides for the Short-Term Contract for Purchase and Sale of Natural Gas and Exhibit A will be reviewed and finalized.

The specifics for the upcoming conference call for the XML Subcommittee are:

Date/Time: Friday, July 13 - 9:00 a.m. to 4:00 p.m. central
Conference Calling: Please call the GISB office for conference calling instructions.
Meeting Location: Enron Downtown Office, 1400 Smith Street, Houston, Texas
Room EB791 - Please check with Security in the Lobby Area first.

This group is chaired by Bill Hunsicker, Peter Goldberg and Donna Greif. Their contact information can be found below:

Bill Hunsicker **Systrends**
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Peter Goldberg **Westcoast Energy**
Phone: 403-299-7749, Fax: 403-216-7399
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Donna Greif **Enron North America**
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Attached is a draft agenda and work papers have also been posted. If you or other representatives of your company would like your email address to be maintained on an email distribution list for this subcommittee, please forward your name, email address, phone and fax to the GISB office. GISB follows a privacy policy and will not provide your email address to other groups for their use. We look forward to seeing you at the meeting or hearing from you on the conference call.

Best Regards, *Rae McQuade*



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GAS INDUSTRY STANDARDS BOARD XML SUBCOMMITTEE MEETING

Teleconference Call and Meeting

DRAFT AGENDA

Friday, July 13, 2001 – 9:00 a.m. to 4:00 p.m. Central

1. Welcome
 - Antitrust Guidelines
 - Welcome to members and attendees
 - Roll call
 - Adoption of Draft Minutes of May 29, 2001
2. Review of the XML Implementation Guides for the Short-Term Contract for Purchase and Sale of Natural Gas, and Exhibit A prepared by Mr. Hunsicker for finalization.
4. Wrap-up
 - Next meeting
5. Adjourn