



## North American Energy Standards Board

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**TO:** Certification Program Committee Members  
**FROM:** James Cargas, Deputy Director, NAESB  
**CC:** Managing Committee Members  
**RE:** Change in Date and Time for Next Call, and  
Draft Agenda for May 19 Conference Call  
**DATE:** May 13, 2005

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Dear Certification Program Committee,

The Board-level Certification Program Committee has scheduled a conference call for **Thursday, May 19<sup>th</sup> from 3:00 to 4:00pm Central**. *THIS IS A CHANGE FROM PREVIOUS ANNOUNCEMENTS*. Please reserve this date and time. The draft agenda follows. We look forward to hearing from you on the call.

### CPC Mission Statement

The Certification Program Committee functions solely at the pleasure of the NAESB Board of Directors and reports to the NAESB Board of Directors through the NAESB Board Managing Committee. It is charged with (1) evaluating the existing WGQ certification program and determining the relevant of NAESB certification program to the market place, (2) making recommendations for improvements that are applicable to all four quadrants, and (3) develop the materials required for implementation of the new certification program.

### Draft Agenda

1. Welcome & Administrative Items
  - Antitrust guidelines (James Cargas)
  - Introduction of members (Leigh Spangler, Chair)
  - Adoption of draft agenda
2. Review of MicroSoft Certification Programs as Potential Models (Dave Pfeifer)
3. Draft Framework for Recommendation to Board Managing Committee
  - Program format: self-certification?
  - Elements common to all quadrants
  - Elements unique to certain quadrants
  - Certification check list contents and officer certification contents
  - Program pricing
  - Timeline for implementation
  - Request for legal review by General Counsel
4. Other Business & Next Steps
5. Adjourn

CPC Conference call schedule:

- o Wed., June 8 at 10am CST