| **NORTH AMERICAN ENERGY STANDARDS BOARD****2012 ANNUAL PLAN for the RETAIL GAS and ELECTRIC QUADRANTS****Approved by the Board of Directors on December 6, 2012** |
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|  | **Item Number & Description[[1]](#endnote-1)** | **Completion[[2]](#endnote-2)** | **Assignment[[3]](#endnote-3)[[4]](#endnote-4)** |
| 1. | Develop Technical Electronic Implementation Standards and Data Dictionaries |  |  |
|  | a. | Book 10: Retail Customer Enrollment, Drop and Account Information ChangeStatus: Underway  | 1st Q, 2013 | IR/TEIS |
|  | b. | Book 11: Retail Customer Enrollment, Drop and Account Information Change in Markets Supporting the Registration Agent ModelStatus: Completed | 2011 | IR/TEIS |
|  | c. | Review and update the technical implementation of Book 3 – Billing and Payment.Status: Underway | 1st Q, 2013 | IR/TEIS |
| 2. | Develop NAESB Certification checklist criteria for Retail Quadrants to be used in the NAESB Certification Program. The certification checklist may address test scripts, a checklist of items to be tested, data connectivity for test scripts and EDM testing.Status: Not Started. | 2013 | Ad Hoc EC Certification Group |
| 3. | Review and develop business practices standards to Demand Response, Demand Side Management and Energy Efficiency ProgramsReview and develop needed Model Business Practices for a standardized method for quantifying benefits, savings, cost avoidance and/or the reduction in energy demand and usage derived from the implementation of demand side management and energy efficiency programs. This effort will include demand side response, energy efficiency programs and metering, including the 'curtailment service provider' program. The wholesale and retail Demand Response work groups and the Smart Grid Standards Subcommittees should actively and timely communicate and coordinate work products to ensure consistency between the three work groups. Each work group should take into account the work products developed by the other. |
|  | a. | Develop glossary for business practice standards Status: Completed | 2nd Q, 2012 | Joint WEQ/REQ DSM Subcommittee |
|  | b. | Develop business practice standards used to measure and verify reductions in energy and Demand from energy efficiency in wholesale and retail markets.[[5]](#endnote-5) This includes developing business practice standards to measure and verify energy reductions for energy efficiency or a stand-alone Energy Efficiency Portfolio Standard.Status: Completed | 2nd Q, 2012 | REQ DSM-EE Subcommittee |
|  | c. | Harmonize DSM-EE glossary with Retail GlossaryStatus: Completed | 2nd Q, 2012  | REQ/RGQ Glossary Subcommittee |
| 4. | Review and develop model business practices to support renewable portfolio programs |
|  | a. | Develop Model Business Practice standards to support Renewable Portfolio Standards.Note: This is a separate item and there is no comparable WEQ standardStatus: Not Started  | 4th Q, 2012 | REQ DSM-EE Subcommittee |
| 5. | Overview of Retail Gas and Retail Electric Quadrant Procedures |  |  |
|  | a. | Develop process flows and online navigational aids to support the procedures and to be provided as Retail orientation materials.Status: Underway | 4th Q, 2012 | BPS |
| 6. | Additional Registration Agent Processes |  |  |
|  | a. | Develop Technical Electronic Implementation Standards and Data Dictionaries to support Model Business Practices of Book 14 – Service Requests, Disconnections and Reconnections in the Registration Agent ModelStatus: Not Started | 2014, date dependent on completion of items 9i | IR/TEIS |
| 7 | Develop Smart Grid Wholesale and Retail Electric Standards |  |  |
|  | a. | Harmonize Smart Grid glossary with Retail GlossaryStatus: Ongoing | Ongoing  | REQ/RGQ Glossary Subcommittee |
|  | b.  | Develop standards to support PAP 10 – Standards Energy Usage Information |  |  |
|  |  | i. | Develop Information Model and related business practices – Phase 2, Harmonization with CIM and SEP 2.0Status: Underway | 4th Q, 2012 | Joint WEQ/REQ PAP 10 SGS Subcommittee |
| 8. | Customer Information - Develop Model Business Practices and Process Flows to enable a Retail Customer, or a third party acting on behalf of the Retail Customer, to obtain the Retail Customer’s energy usage information on an on-going basis outside of a Smart Grid environmentStatus: Not Started, this development is tied to the development for item 9(d). | 2013, date may be dependent on item 9d. | BPS |
| 9.  | Update Existing Model Business Practices – Review and update all existing Model Business Practices, filling in any gaps that may exist and making the language consistent throughout all Books.[[6]](#endnote-6)  |  |  |
|  | a. | Book 1 – Market Participant Interactions Status: Completed | 1st Q, 2012 | BPS |
|  | b. | Book 2 – Creditworthiness Status: Completed | 3rd Q, 2012 | BPS |
|  | c. | Book 3 – Billing and Payments Status: Underway | 1st Q, 2013 | BPS |
|  | d. | Book 8 – Customer Information Status: Not Started | 2nd Q, 2013 | BPS |
|  | e. | Book 9 – Customer Billing and Payment Notification via Uniform Electronic Transactions Status: Not Started | 4th Q, 2013 | BPS |
|  | f. | Book 10 – Customer Enrollment, Drop, and Account Information Change Status: Not Started | 2014 | BPS |
|  | g. | Book 11 - Customer Enrollment, Drop, and Account Information Change Using a Registration Agent Status: Not Started | 2014 | BPS |
|  | h. | Book 13 – Measurement and Verification (M&V) of Demand Response Programs[[7]](#endnote-7) Status: Not Started | 2014 | BPS |
|  | i. | Book 14 – Service Request, Disconnection and Reconnection in the Registration Agent Model Status: Not Started | 2014 | BPS |
|  | j. | Book 15 – Specifications for Common Electricity Product and Pricing Definition8Status: Not Started | 2014 | BPS |
|  | k. | Book 16 – Specifications for Common Schedule Communication Mechanism for Energy Transactions8Status: Not Started | 2014 | BPS |
|  | l. | Book 17 – Specifications for Retail Standard Demand Response Signals8Status: Not Started | 2014 | BPS |
|  | m. | Book 18 – Retail Customer Energy Usage Information Communication8Status: Not Started | 2014 | BPS |
|  | n. | Book 21 – Energy Services Provider Interface8 Status: Not Started | 2014 | BPS |
|  | o. | Book 22 – Third Party Access to Retail Customer Information8 Status: Not Started | 2015 | BPS |
|  | p. | Book 23 – Supplier Marketing Practices Status: Not Started | 2015 | BPS |
|  | q. | Book 24 – Enrollment, Drop, Account Information Change in Demand Response Programs8 Status: Not Started | 2015 | BPS |
|  | r. | Review the following Books for the inclusion of definitions for all Defined Terms:* Book 0 – Overview of Model Business Practices and Master List of Defined Terms
* Book 1 – Market Participant Interactions
* Book 6 – Contracts
* Book 21 – Energy Services Provider Interface

Status: Completed | 2nd Q, 2012 | Glossary Subcommittee |
| 10. | Create common interfaces and data structures necessary for enrolling DR sites into a DR program |  |  |
|  | a. | Enrollment process Model Business Practices development ([R10002](http://www.naesb.org/pdf4/r10002.doc))Status: Completed | 2nd Q, 2012 | REQ DSM-EE Subcommittee |
|  | b. | Develop a new standardized form to obtain the Retail Customer's Authorization for the release of their information to a third partyStatus: Underway | 1st Q, 2013 | REQ BPS, REQ DSM-EE Subcommittee, REQ Smart Grid PAP 10 Subcommittee Data Privacy Task Force |
| 11. | Registration Agent Model Agreements |  |  |
|  | a. | Review and compare the Production Connectivity Worksheet and the Trading Partner Worksheet to see if there are common attributes and determine if any changes to the worksheets are needed. Status: Completed. | 4th Q, 2012 | BPS |
|  | b. | Review the Continuing Service Agreement used in the Registration Agent Model to see if it should become a NAESB agreement or whether another NAESB agreement contains the required elements. Status: Completed (BPS discussed this item  on its June 26, 2012 conference call and decided that there was no need for this agreement and that the Annual Plan item should not be pursued.) | 3rd Q, 2012 | BPS |
| 12. | Session Encryption |  |  |
|  | a. | Investigate and determine if changes to standards are needed to support adequate session encryption (SSL/TLS issues [**US-Cert Vulnerability Note VU#864643**](http://www.kb.cert.org/vuls/id/864643)**)**Status: Underway | 1st Q, 2013 | IR/TEIS |
|  | b. | Modify or develop standards as needed to apply the analysis of the above item (12a) Status: Not Started | 1st Q, 2013 | IR/TEIS |
| 13. | Review and modify standards as necessary to clarify the distinctions of inquiries and complaints, and develop processes for resolving inquiries and complaints |  |  |
|  | a. | Book 4 – Distribution Company – Supplier Disputes Status: Completed | 2nd Q, 2012 | BPS |
|  | b. | Book 12 – Customer Inquiries Status: Completed | 2nd Q, 2012 | BPS |
| **Program of Standards Maintenance & Fully Staffed Standards Work[[8]](#endnote-8)** |
|  | Business Practice Requests | Ongoing | Assigned by the EC |
|  | Information Requirements and Technical Mapping of Business Practices | Ongoing | Assigned by the EC |
|  | Ongoing Interpretations for Clarifying Language Ambiguities  | Ongoing | Assigned by the EC |
|  | Ongoing Maintenance of Code Values and Other Technical Matters | Ongoing | Assigned by the EC |
|  | Ongoing Development and Maintenance of Definitions | Ongoing | Glossary |
|  | Ongoing Development and Maintenance of Model Business Practices | Ongoing | BPS |
| **Provisional Activities** |
|  | **Joint Effort:** |
|  |  | Review security standards as may be deemed necessary, such as Public Key Infrastructure (PKI). |
|  |  | Develop XML transactions to support customer choice programs. |
|  | **Retail Electric Quadrant Effort Only:** |
|  |  | Retail Meter Data Validation, Editing & Estimating: Develop procedures for ensuring the integrity and validity of Retail Customer metering data that is needed by Distribution Companies and suppliers for billing, etc. Issues related to unbundled or competitive metering are not to be considered. |
|  |  | Settlement Process: Reconcile energy schedules and energy delivered by Suppliers within a given market. Note: will need to be coordinated with the WEQ for the REQ. |

**Retail Electric & Retail Gas**

**Quadrant Executive Committees**

**(REQ and RGQ ECs)**

**Business Practices Subcommittee (BPS)**

**Contracts Subcommittee (dormant)**

**Glossary Subcommittee**

**Retail Ad Hoc Texas Task Force (\*)**

**Technical Electronic**

**Implementation Subcommittee (TEIS)**

**Model Business**

**Practice**

**Development**

**Task Forces & Working Groups**

**Technical**

**Standards**

**Development**

**Joint Retail/WEQ DSM-EE Subcommittee**

**Information Requirements Subcommittee (IR)**

**PAP 10 Smart Grid Standards Subcommittee (\*\*\*)**

**Smart Grid Standards Development Subcommittee (\*\*)**

NAESB Retail Subcommittee Leadership: [[9]](#endnote-9)

Executive Committee: Dan Jones, Chair (RGQ), Phil Precht, Chair (REQ)

Business Practices Subcommittee: Phil Precht (REQ), Dan Jones (RGQ)

Information Requirements Subcommittee/Technical Electronic Implementation Subcommittee: Judy Ray (REQ)

Glossary Subcommittee: Patrick Eynon (REQ)

DSM-EE Subcommittee: Ruth Kiselewich (Retail), Roy True (WEQ), and Paul Wattles (WEQ)

Retail Ad Hoc Texas Task Force: Debbie McKeever (REQ) and Susan Munson (REQ)

(\*) The Retail Ad Hoc Texas Task Force may draft MBPs, process flows, implementation guides and technical standards supportive of the Registration Agent and submit them to the BPS. The group is chaired by Debbie McKeever and Susan Munson.

(\*\*) The Smart Grid Standards Subcommittee is a joint group of the Retail Electric and Wholesale Electric Quadrants with other standards development groups such as OASIS, CalConnect, FIX and UCAIug, and includes other groups. Direction may be given from NIST, DoE or FERC and the group reports jointly to the NAESB Board Smart Grid Strategic Steering Committee and the REQ and WEQ ECs. The group is chaired by Wayne Longcore, Joe Zhou and Robert Burke.

(\*\*\*) The PAP 10 Smart Grid Standards Subcommittee is a joint group of the Retail Electric and Wholesale Electric Quadrants with other standards development groups such as OASIS, UCAIug, OpenADE, ZigBee, ASHRAE, EIS Alliance, NARUC and includes other groups. Direction may be given from NIST, DoE or FERC and the group reports jointly to the NAESB Board Smart Grid Strategic Steering Committee and the REQ and WEQ ECs. The group is chaired by Phil Precht, Cathy Wesley, Sharon Dinges, David Kaufman, Brad Ramsay, Tobin Richardson and Ed Koch.
The PAP 10 Smart Grid Standards Subcommittee has created a Energy Services Providers Interface Task Force led by Dave Mollerstuen of Tendril, Steve Van Ausdall of Xtensible and Chad Maglaque of Xtreme Consulting Group to address the OpenADE request R10008.

1. **Retail 2012 Annual Plan End Notes:**

As outlined in the NAESB Bylaws, the REQ and RGQ will also address requests submitted by members and assigned to the REQ and RGQ through the Triage Process. [↑](#endnote-ref-1)
2. Dates in the completion column are by end of the quarter for completion by the assigned committee and subcommittee. The dates do not necessarily mean that the standards are fully staffed 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. [↑](#endnote-ref-2)
3. The assignments are abbreviated. The abbreviations and committee structure can be found at the end of the Annual Plan document. [↑](#endnote-ref-3)
4. The DSM-EE subcommittee has split into several separate groups to support concurrent development of separate standards sets. [↑](#endnote-ref-4)
5. Energy efficiency may be a wholesale product, such as capacity. Energy efficiency in retail markets may be from individual energy efficiency measures at the project level or a portfolio of projects that make up an energy efficiency program. [↑](#endnote-ref-5)
6. Note: BPS will not review Book 5 (Quadrant Specific Electronic Delivery Mechanism), Book7 (Internet Electronic Transport), or Book 20 (Smart Grid Standards Data Element Table) [↑](#endnote-ref-6)
7. Note: This will be for language and format only, BPS will not edit for content. [↑](#endnote-ref-7)
8. This work is considered routine maintenance and thus the items are not separately numbered. The REQ and RGQ ECs will assign maintenance efforts on a request-by-request basis. [↑](#endnote-ref-8)
9. The ECs and the subcommittees can create task forces and working groups to support their development activities for development of Model Business Practices and technical standards. [↑](#endnote-ref-9)