| **NORTH AMERICAN ENERGY STANDARDS BOARD**  **2013 ANNUAL PLAN for the RETAIL ENERGY QUADRANT**  **Adopted by the Board of Directors on December 12, 2013** | | | | | | |
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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 Change  Status: Complete | | 1st Q, 2013 | IR/TEIS |
|  | | b. | Review and update the technical implementation of Book 3 – Billing and Payment.  Status: Underway | | 4th Q, 2013 | IR/TEIS |
|  | | c. | Review and update the technical implementation of Book 8 – Customer Information  Status: Not Started | | 2014 | IR/TEIS |
| 2. | 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 Model  Status: Not Started | | 2014, date dependent on completion of items 5(g) | IR/TEIS |
|  | b. | | Modify as needed Book 5 – RGQ/REQ Quadrant-Specific Electronic Delivery Mechanism to support data file names and associated Model Business Practices.  Status: Complete | | 2nd Q, 2013 | Retail Electric part of the BPS/Registration Agent Task Force/ IR/TEIS |
| 3 | Develop Smart Grid Wholesale and Retail Electric Standards | | | |  |  |
|  | a. | | Harmonize Smart Grid glossary with Retail Glossary  Status: Ongoing | | Ongoing | REQ/RGQ Glossary Subcommittee |
| 4. | Retail 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 environment  Status: Underway | | | | 2nd 2014, date may be dependent on item 5(b). | BPS |
| 5. | 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.[[5]](#endnote-5) | | | |  |  |
|  | a. | | Book 3 – Billing and Payments  Status: Complete | | 3rd Q, 2013 | BPS |
|  | b. | | Book 8 – Customer Information  Status: Underway | | 2nd Q, 2014 | BPS |
|  | c. | | Book 9 – Customer Billing and Payment Notification via Uniform Electronic Transactions  Status: Not Started | | 4th Q, 2014 | BPS |
|  | d. | | Book 10 – Customer Enrollment, Drop, and Account Information Change  Status: Not Started | | 2015 | BPS |
|  | e. | | Book 11 - Customer Enrollment, Drop, and Account Information Change Using a Registration Agent  Status: Not Started | | 2015 | BPS |
|  | f. | | Book 13 – Measurement and Verification (M&V) of Demand Response Programs[[6]](#endnote-6)  Status: Not Started | | 2015 | BPS |
|  | g. | | Book 14 – Service Request, Disconnection and Reconnection in the Registration Agent Model  Status: Not Started | | 2015 | BPS |
|  | h. | | Book 15 – Specifications for Common Electricity Product and Pricing Definition8  Status: Not Started | | 2015 | BPS |
|  | i. | | Book 16 – Specifications for Common Schedule Communication Mechanism for Energy Transactions8  Status: Not Started | | 2015 | BPS |
|  | j. | | Book 17 – Specifications for Retail Standard Demand Response Signals8  Status: Not Started | | 2015 | BPS |
|  | k. | | Book 18 – Retail Customer Energy Usage Information Communication8  Status: Not Started | | 2015 | BPS |
|  | l. | | Book 21 – Energy Services Provider Interface8  Status: Not Started | | 2015 | BPS |
|  | m. | | Book 22 – Third Party Access to Retail Customer Information8  Status: Not Started | | 2016 | BPS |
|  | n. | | Book 23 – Supplier Marketing Practices  Status: Not Started | | 2016 | BPS |
|  | o. | | Book 24 – Enrollment, Drop, Account Information Change in Demand Response Programs8  Status: Not Started | | 2016 | BPS |
| 6. | Create common interfaces and data structures necessary for enrolling DR sites into a DR program | | | |  |  |
|  | a. | | Develop a new standardized form to obtain the Retail Customer's Authorization for the release of their information to a third party  Status: Complete | | 1st Q, 2013 | REQ BPS, REQ DSM-EE Subcommittee, REQ Smart Grid PAP 10 Subcommittee Data Privacy Task Force |
| 7. | 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: Complete | | 3rd Q, 2013 | IR/TEIS |
|  | b. | | Modify or develop standards as needed to apply the analysis of the above item (7(a))  Status: Complete | | 3rd Q, 2013 | IR/TEIS |
| 8. | Data Privacy | | | |  |  |
|  | a. | | Review and consider changes to the existing Privacy and Cyber Security Requirements NAESB REQ.22 as requested by Smart Grid Interoperability Panel Cyber Security Working Group ([R12008](http://www.naesb.org/pdf4/r12008.doc)) – in coordination with the Department of Energy effort to develop a voluntary code of conduct  Status: Underway | | 4th Q, 2014 | REQ Data Privacy Task Force |
| 9. | Retail Net Metering - Develop Model Business Practices and technical implementation to be included in Book 3 – Billing and Payments, Book 8 – Retail Customer Information, Book 10 – Retail Customer Enrollment, Drop and Account Information Change, and Book 11 – Retail Customer Enrollment, Drop and Account Information Change Using a Registration Agent for the limited purpose of providing metering data required by Retail Market Participants in competitive energy markets in jurisdictions where their charges to certain Retail Customers must account for Retail Net Metering arrangements | | | |  |  |
|  | a. | | Define Retail Net Metering to be included in Book 3 – Billing and Payments, Book 8 – Retail Customer Information, Book 10 - Retail Customer Enrollment, Drop and Account Information Change, and Book 11 – Retail Customer Enrollment, Drop, and Account Information Change Using a Registration Agent for the limited purpose of providing metering data required by Retail Market Participants in competitive energy markets in jurisdictions where their charges to certain Retail Customers must account for Retail Net Metering arrangements  Status: Underway | | 2nd Q, 2014 | Glossary Subcommittee, BPS |
|  | b. | | Develop Model Business Practices to describe how Retail Net Metering is used by Retail Market Participants in competitive energy markets in jurisdictions where their charges to certain Retail Customers must account for Retail Net Metering arrangements  Status: Underway | | 2nd Q, 2014 | BPS |
|  | c. | | Develop Data Dictionaries and technical implementation for the limited purpose of providing metering data required by Retail Market Participants in competitive energy markets in jurisdictions where their changes to certain Retail Customers must account for Retail Net Metering arrangements  Status: Not Started | | 4th Q, 2014 | IR/TEIS |
| 10. | DSM-EE Certification | | | |  |  |
|  | a. | | Develop a specification for demand response and energy efficiency products and services to support a certification program.  Status: Underway | | 2014 | DSM-EE |
| **Program of Standards Maintenance & Fully Staffed Standards Work[[7]](#endnote-7)** | | | | | | |
|  | | 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:** | | | | | | |
|  | | 1. | | Review security standards as may be deemed necessary, such as Public Key Infrastructure (PKI). | | |
|  | | 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. | | |
|  | | 3. | | Consider development of business practices to support use of mobile devices. | | |
|  | | 4. | | Review RXQ.6 pending results of 2013 WGQ Annual Plan Item 7a - Review Final Rules published by the Commodity Futures Trading Commission (CFTC) to determine if new rules on various definitions will impact any of the NAESB contracts, specifically their General Terms and Conditions. | | |
|  | | 5. | | Consider development of business practices to support the use of software applications for customer authorizations. | | |
| **Retail Electric Quadrant Effort Only:** | | | | | | |
|  | | 6. | | 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. | | |
|  | | 7. | | Review and develop model business practices to support renewable portfolio programs | | |

**Retail Energy Quadrant Executive committee and Subcommittee Structure**

**Retail Electric & Retail Gas**

**Quadrant Executive Committees**

**(REQ and RGQ ECs)**

**Business Practices Subcommittee (BPS)**

**Contracts Subcommittee (dormant)**

**Glossary Subcommittee**

**Retail Registration Agent 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:** [[8]](#endnote-8)

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), Paul Wattles (WEQ), and Eric Winkler (Retail)

Retail Registration Agent Task Force: Debbie McKeever (REQ)

(\*) The Retail Registration Agent 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.

(\*\*) 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 2013 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. 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-5)
6. Note: This will be for language and format only, BPS will not edit for content. [↑](#endnote-ref-6)
7. 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-7)
8. 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-8)