

**North American Energy Standards Board
Executive Committee Meeting
Wholesale Gas & Retail Electric Quadrants**

August 22-23, 2002

**NORTH AMERICAN ENERGY STANDARDS BOARD EXECUTIVE COMMITTEE
MEETING - WHOLESALE GAS & RETAIL ELECTRIC QUADRANTS
Meeting Materials
August 22, 2002**

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MEETING - WHOLESALE GAS & RETAIL ELECTRIC QUADRANTS
Meeting Materials
August 22, 2002**

1. Welcome and Opening Remarks

The NAESB Office thanks El Paso Western Pipelines and Mr. Bill Griffith for hosting the August 22 - 23 Executive Committee meeting. Below are the meeting arrangements:

WHERE: Antlers Adams Mark Hotel
4 South Cascade
Colorado Springs, CO
Phone: 719-473-5600, fax: 719-444-0417

WHEN: Thursday, August 22, 2002 -- 8:30 a.m. to 4:00 p.m. MT
Friday, August 23, 2002 -- 8:00 a.m. to 2:00 p.m. MT

- The chairman may elect to extend the hours of the meeting if more time is required to complete the agenda.
- For further assistance please reach:
Veronica Thomason at (713) 356 - 0060
- The officers presiding over the Executive Committee meeting are:
Jim Buccigross - Chairman
Mike Novak - WGQ Vice Chairman
Jim Minneman - REQ Vice Chairman
Rae McQuade - Executive Director and COO
Jay Costan - General Counsel (by phone)
- Transcripts will be available and can be ordered either during the meeting, or by contacting the NAESB office after the meeting for further information, 713-356-0060.

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1. Antitrust Guidelines

- The antitrust guidelines will be covered. The points are:

Antitrust guidelines direct meeting participants to avoid discussion of topics or behavior that would result in anti-competitive behavior including: restraint of trade and conspiracies to monopolize, unfair or deceptive business acts or practices, price discriminations, division of markets, allocation of production, imposition of boycotts, and exclusive dealing arrangements.

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2. Adoption of Agenda

- The proposed agenda, attached, has been distributed and is available on NAESB's home page.
- **The WGQ of the Executive Committee is requested to review the WGQ portion of the agenda, suggest changes if needed, and vote to adopt the agenda.**
- **The REQ of the Executive Committee is requested to review the REQ portion of the agenda, suggest changes if needed, and vote to adopt the agenda.**



North American Energy Standards Board

1100 Louisiana, Suite 3625, Houston, Texas 77002

Phone: (713) 356-0060, Fax: (713) 356-0067, E-mail: naesb@aol.com

Home Page: www.naesb.org

July 17, 2002

TO: NAESB Executive Committee and Interested Industry Participants
FROM: Jim Buccigross, NAESB Executive Committee Chairman
Rae McQuade, NAESB Executive Director
RE: Executive Committee Meeting Agenda - August 22-23, 2002

NORTH AMERICAN ENERGY STANDARDS BOARD EXECUTIVE COMMITTEE MEETING
Hosted by El Paso Western Pipelines at the Antlers Adams Mark Hotel in Colorado Springs, Colorado

Thursday, August 22, 2002 - 8:30 a.m. to 4:00 p.m. MT

Friday, August 23, 2002 - 8:00 a.m. to 2:00 p.m.

MEETING ANNOUNCEMENT & AGENDA

As announced at the Executive Committee meeting on June 13, the Executive Committee (EC) will meet in the Antlers Adams Mark Hotel in Colorado Springs on August 22 and 23, hosted by El Paso Western Pipelines and coordinated by Mr. Bill Griffith. Below are the meeting arrangements:

WHERE: Antlers Adams Mark Hotel
4 South Cascade
Colorado Springs, CO
Phone: 719-473-5600, fax: 719-444-0417

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The materials for the meeting will be emailed to the participants and posted on the web site. Conference calling will be available for those unable to attend in person - please call the office for the dial-in number, pass code and conference leader. **Please confirm your attendance to the NAESB office (713-356-0060, naesb@aol.com) by August 19, to ensure adequate meeting planning.**

The meeting is open to any interested party. As always, the chair reserves the right to extend the time of the meeting to ensure that agenda items are addressed. The times indicated on the agenda will be followed to ensure that agenda items are allotted appropriate time slots. Should an agenda item conclude earlier than its stated time slot, the remaining time can be allotted to other agenda items at the discretion of the chair.

Please feel free to call the NAESB office should you have any questions or comments.

Best Regards,
Rae McQuade



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NAESB EXECUTIVE COMMITTEE MEETING - AUGUST 22-23, 2002

Hosted by El Paso Western Pipelines at the Antlers Adams Mark Hotel in Colorado Springs, Colorado

DRAFT AGENDA

Thursday, August 22, 8:30 a.m. to 4:00 p.m. MT

- | | | |
|-----------|----|--|
| 8:30 a.m. | 1. | Welcome <ul style="list-style-type: none">• Antitrust Guidelines• Welcome to members and attendees• Introduction and Roll Call |
| 8:45 a.m. | 2. | Wholesale Gas Quadrant Draft Agenda & Draft Minutes of Prior Meeting <ul style="list-style-type: none">• Adoption of WGQ Agenda• Adoption of Draft Minutes of June 13, 2002 |
| 9:00 a.m. | 3. | Discussion and Vote on New Requests if they are received prior to the meeting |
| 9:30 a.m. | 4. | Discussion and Vote on Proposed Standards for the WGQ <ul style="list-style-type: none">• R02002 -- Partial Day Recalls and Order 587-N |
| Noon | | LUNCH |
| 1:00 p.m. | 4. | Continued discussion and vote on R02002 after lunch |
| 1:30 p.m. | 5. | Update on 2002 WGQ Annual Plan & Subcommittee Reports <ul style="list-style-type: none">• Business Practices Subcommittee<ul style="list-style-type: none">• Normal Business• Order 587 Actions• Contracts Subcommittee<ul style="list-style-type: none">• Funds Transfer Agent Agreement• Credit Annex• EDM Subcommittee<ul style="list-style-type: none">• Normal Business• Future Technology Task Force Activities• XML Activities• Information Requirements Subcommittee<ul style="list-style-type: none">• Normal Business• Order 637 Open Issues• Technical and ANSI X12 Subcommittees<ul style="list-style-type: none">• Normal Business• Order 637 Open Issues• Publication Process Review Task Force• Meeting Coordination Task Force |
| 2:30 p.m. | 6. | 2002 WGQ Annual Plan Review |
| 3:00 p.m. | 7. | Other Business |
| 4:00 p.m. | 8. | Adjourn |



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NAESB EXECUTIVE COMMITTEE MEETING - AUGUST 22-23, 2002
Hosted by El Paso Western Pipelines at the Antlers Adams Mark Hotel in Colorado Springs, Colorado

DRAFT AGENDA

Friday August 23, 8:00 a.m. to 2:00 p.m. MT

- | | | |
|------------|----|---|
| 8:00 a.m. | 1. | Welcome <ul style="list-style-type: none">• Antitrust Guidelines• Welcome to members and attendees• Introduction and Roll Call |
| 8:15 a.m. | 2. | Retail Electric Quadrant Draft Agenda & Draft Minutes of Prior Meeting <ul style="list-style-type: none">• Adoption of REQ Agenda• Adoption of Draft Minutes of June 13, 2002 |
| 8:30 a.m. | 3. | Update on 2002-2003 REQ Annual Plan & Subcommittee Reports <ul style="list-style-type: none">• Review of plan for any changes• Technical Electronic Implementation Subcommittee• Supplier Utility Interface Subcommittee• Customer Procedures Subcommittee• Publication Process Review Task Force• Meeting Coordination Task Force |
| 11:00 a.m. | 4. | Establishment of REQ Task Forces and Subcommittees <ul style="list-style-type: none">• Review and Possible Vote of Subcommittee Charters• September Kickoff Meeting |
| 11:45 a.m. | 5. | Updates <ul style="list-style-type: none">• Status of changes to NAESB Website• Status and expected timing for formation of RGQ and WEQ• Plans for NAESB Annual Meeting |
| Noon | | LUNCH |
| 1:00 p.m. | 6. | Other Business <ul style="list-style-type: none">• Election of REQ vice-chair |
| 2:00 p.m. | 7. | Adjourn |



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HOTELS, MAP AND OTHER LOCATION INFORMATION

Antlers Adams Mark Hotel	4 South Cascade, Colorado Springs, CO phone: 719-473-5600, fax: 719-444-0417 Downtown; Closest to El Paso's Offices, about 2 blocks
Wyndham Hotel	5580 Tech Center Drive, Colorado Springs, CO phone: 719-260-1800, fax: 719-260-1492 Note: about 6 miles north of downtown
Residence Inn	2765 Geyser Drive, Colorado Springs, CO phone: 719-576-0101, fax: 719-576-4848 Note: about 3.5 miles south of downtown
Courtyard by Marriott	2570 Tenderfoot Hill, Colorado Springs, CO phone: 719-226-5006, fax: 719-226-5007 Note: about 3 miles south of downtown
Colorado Springs Doubletree Hotel	1775 E. Cheyenne Mountain Blvd., Colorado Springs, CO phone: 719-576-8900, fax: 719-576-4450 Note: about 3 miles south of downtown
Sheraton Colorado Springs Hotel	2886 South Circle Drive, Colorado Springs, CO phone: 719-576-5900, fax: 719-576-7695 Note: about 3 miles south of downtown
Broadmoor Hotel	1 Lake Avenue, Colorado Springs, CO phone: 1-800-634-7711, fax: 719-577-5000 Note: When leaving the airport by car, take Drennan Road to Hancock Expressway, turn right onto Hancock Expressway to South Circle Drive, Circle Drive becomes Lake Avenue and terminates at the entrance to The Broadmoor.



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NAESB EXECUTIVE COMMITTEE MEETING - AUGUST 22 -23, 2002

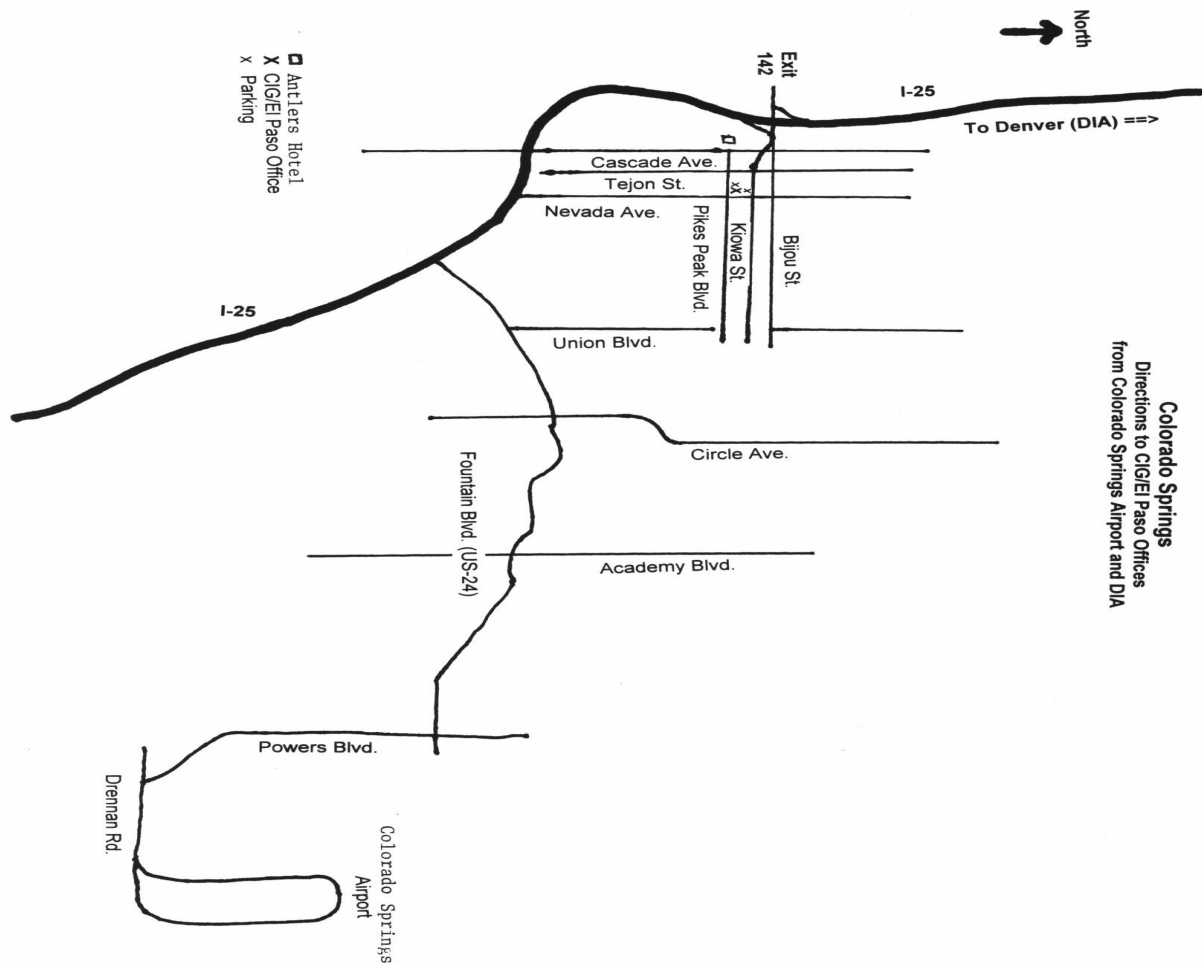
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HOTELS, MAP AND OTHER LOCATION INFORMATION

Map to the Antlers Hotel:





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HOTELS, MAP AND OTHER LOCATION INFORMATION

Transportation For Colorado Springs:

A Towne Car Transportation	(719) 661-8556
Airport Alternative Ground Transportation	(719) 597-4682
Ramblin' Express	(719) 590-8687, (800) 772-6254
Express Airport Taxi	(719) 634-3111
Yellow Cab	(719) 634-5000

Transportation For Denver:

Absolutely Divine Limousine	(303) 457-3339
Colorado Express Airport Shuttle	(303) 591-6122
Front Range Express	(303) 668-7820
Ramblin' Express	(800) 772-6254
Yellow Cab of Denver	(303) 777-7777



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HOTELS, MAP AND OTHER LOCATION INFORMATION

The Technical and Information Requirements meetings will be in El Paso's office building. The EC meeting will be at the Antlers Hotel. El Paso's offices are located in downtown Colorado Springs at 2 North Nevada Avenue. The Antlers Adams Mark Hotel is in downtown Colorado Springs at 4 South Cascade Avenue.

FROM COLORADO SPRINGS AIRPORT

As you exit the airport, you will be starting on Drennan Road. At Powers Blvd. turn right (north), then go about 2 miles to Fountain Blvd. or US-24 and take a left (west). Stay on the 4-lane US-24 by-pass and go about 3 to 4 miles to I-25. Take I-25 north to Exit 142 (Bijou St.).

FROM DENVER INTERNATIONAL AIRPORT

You will be starting on Pena Blvd. and can only go West. Take I-70 West and stay in the right lane. In about a mile you will go south on I-225. This will take you to I-25 and go south again. It is about 60 miles to Colorado Springs and our offices. Once in Colorado Springs take exit 142 east, which is the Bijou St. exit.

FROM EXIT 142

Bijou St. curves to the right and becomes Kiowa Street.

To El Paso Offices: Stay on Kiowa going east past Cascade Ave. and Tejon St. In the next block, there is a parking garage on the right (see below). The next intersection past the garage is Nevada Ave. Turn right (south). CIG/El Paso is on the right at the corner of Nevada and Pikes Peak (the UMB Building / Colorado Square Bldg.). Turn right (west) on Pikes Peak for another outdoor parking lot on the right.

To Antlers Adams Mark Hotel: Turn right from Kiowa on to Cascade Avenue. Go south 2 blocks. The hotel's main entrance is on the right (across from Pikes Peak Avenue.)

PARKING

The parking garage on Kiowa Street is 6 floors. The first two floors are usually taken by reserved parking. Bridge access to the CIG/El Paso offices is available on the second floor, or you can take the elevator to the ground floor and walk south down Nevada one block. Parking is \$4.50 a day. The outdoor lot on Pikes Peak is \$6.00 a day. Access to the offices is available across the sidewalk on the west side of the building.

Parking is also available below the Antlers Hotel.

OFFICE ACCESS

Come into the UMB / Colorado Square Building and check in with the Security Guards. They will have you sign in and give you a visitor badge. You will need to wear this at all times while in the building. If you leave the building and are planning to come back on the same day, you will need to save your badge. At the end of the day you will need to turn in the badge to the Security Guards.

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August 22, 2002**

3. Adoption of Minutes

- The draft minutes of June 13 are attached. The draft minutes have been reviewed and modified by the EC Chairman and both EC vice-chairs.
- The review of the minutes prior to adoption is not intended to provide alternate wording -- rather it is an opportunity to correct grammatical and spelling errors, provide omitted details, provide context for statements and correct misstatements. In this way, the review of the minutes should concentrate on substantive issues and take the minimum of time needed to provide an accurate accounting of the meeting.



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TO: Executive Committee (EC) Members
Posting for Interested Industry Participants

FROM: Rae McQuade, Executive Director

RE: Draft Minutes from the Executive Committee (EC) Meeting – June 13, 2002

DATE: July 17, 2002

**NORTH AMERICAN ENERGY STANDARDS BOARD
NAESB EXECUTIVE COMMITTEE MEETING – SEATTLE, WASHINGTON
JUNE 13, 2002
DRAFT MINUTES**

1. Administrative

Mr. Buccigross opened the meeting and welcomed all participants. Mr. Costan provided the antitrust charge. Mr. Buccigross invited meeting participants to introduce themselves and provide their company affiliation and segment affiliation for the record. The meeting was transcribed by Ms. Judith Cedebloom of Naegeli Reporting. To order transcripts, please contact the NAESB office at 713-356-0060.

In adoption of the agenda, Mr. Novak requested that a report by the WGQ Publication Process Review Task Force be added to item number three (Update on 2002 WGQ Annual Plan & Subcommittee Reports). Ms. Davis requested clarification concerning whether the EC was voting to adopt the WGQ agenda and the REQ agenda separately or jointly. It was decided that the two agendas would be voted on jointly. Ms. Van Pelt requested that a discussion of version 1.5 and 1.6 be added under item thirteen (Other Business). Mr. Scheel requested that a review of scheduled future meetings with their dates and locations be added under item thirteen (Other Business). Ms. Kiselewich requested that, in light of earlier discussion, item eight (Adoption of REQ Agenda) be removed from the agenda. A motion to adopt the agenda with all proposed changes was made by Ms. Van Pelt and seconded by Ms. Burnett. The motion passed unanimously.

In adoption of the draft minutes of the April 18th 2002 meeting, Ms. Davis noted that she had not provided the redlined version of the minutes to the NAESB office for distribution. A procedural motion to review the attachment changes separate from the draft minutes was made by Ms. Davis and seconded by Ms. Chezar. The motion passed with no objection. Ms. Davis then read through her suggested changes to the draft minute attachments, which were provided to the attendees prior to the meeting. Mr. Young moved to adopt the proposed changes to the draft minute attachments from the April 18 meeting, which was seconded by Ms. Van Pelt. The motion passed unanimously.

It was determined to delay approval of the April 18 minutes to a notational vote after the meeting.

2. Subcommittee Updates

Ms. Van Pelt provided the following update for the Business Practices Subcommittee. Two requests that were assigned to BPS at the last EC meeting have been addressed and forwarded to the Information Requirements Subcommittee (Request Nos. R02003, R02005). Similarly, a



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request that had been inadvertently overlooked has also been addressed by the BPS since its last report (R98041).

The efforts of the BPS regarding Order 587-N to accommodate partial day recalls were reviewed by Ms. Van Pelt. NAESB standard nos. 5.3.2, 5.3.6, 5.3.7, 5.3.41, 5.3.42 were proposed to change. New standards were proposed 5.3.z1 through 5.3.z11. Three instructions to Information Requirements Subcommittee were also drafted. Mr. Brooks questioned the reliability of the process for sending in emails the information on penalties which is addressed in proposed standard no. 5.3.z6. He noted that EDM may be a more reliable means for exchanging information. In the discussion it was noted that the cases where this information is sent is rare and the proposed standard is based on the IT bumping standard where email is used for notification. The pipelines can provide other means for communicating the notification and so specify it in their tariff filings. Mr. Novak further elaborated on the proposed standards to support Order 587-N. There was discussion on the timetable for comments on the proposed standards and it was determined to wait until the package was complete with Information Requirements and Technical Subcommittee reviews. The recommendation will be circulated for comment on July 15.

Ms. McQuade gave the following update for the Contracts Subcommittee. In regards to the Funds Transfer Agent Agreement (FTAA), there will be a meeting on July 22 with participants from the National Energy Marketers Association in attendance. This group will be looking at creditworthiness. Risk officers from energy companies as well as investment bankers and other interested parties will be invited to attend. Mr. Hebenstreit informed the EC he made a presentation to API accounting group and showcased the NAESB contract as an exemplary contract for the purchase and sale of natural gas.

Mr. Spangler noted that the EDM Subcommittee has not met since the last EC meeting and has no outstanding issues. The group is ready to review the revisions to standards manuals for the publication of version 1.6.

Mr. Whatley gave the update for the Information Requirements Subcommittee as follows. Recent efforts have concentrated on concluding the Order 587N items forwarded by BPS. The IR has completed work on request no. R96009 (scheduled quantity), and completed R9707 and R99037. Efforts are currently underway for request no. R99024. IR still has a significant backlog of work and any volunteers to the subcommittee would be welcome.

Ms. Van Pelt provided the following update for the Technical Subcommittee. It is developing EDI data sets related to transactional reporting, and should forward the data sets to the ANSI ASC X12 Committee for consideration once some remaining requests in IR are completed and forwarded to the Technical Subcommittee to determine if additional changes are needed in those EDI data sets. Request No. R97058B should be addressed following the conclusion of the Order 587N items.

Mr. Brooks asked if the ANSI ASC X12 Committee was forming utility specific subcommittees. Ms. Garcia responded that it is being considered but no decisions have yet been made. Ms. Van Pelt noted that NAESB develops its own X12 transactions with more frequent NAESB meetings, and brings the results to the X12 Committee for its consideration. The X12 Committees meet on a quarterly basis, which would not accommodate the NAESB development needs. It was determined that NAESB would continue to monitor the X12 Committee activities.

Mr. Novak gave the following update for the Publication Process Review Task Force. The task force gave their report at the last EC meeting and set a deadline for comments for one month following that meeting. To date they have received no comments and now it's a matter of whether to report on the publication process to the Board or its Parliamentary Committee.



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Mr. Bray raised a question about the frequency of standards publication. He has concerns that annual publication is too frequent, and recommended a two-year cycle. Mr. Novak stated the issue had been left open because the concern was how to publish with four quadrants active. It is expected that the report will result NAESB Operating Practices. Extending the publication time frame could be considered but the group would first have to determine how they would coordinate the quadrants. Mr. Buccigross encouraged anyone who is interested file comments on the report and forward it to the parliamentary committee. Ms. McQuade reminded participants the parliamentary committee is on the Board agenda for June 28. Ms. Davis then pointed out another outstanding issue concerning publication. This one being how the books will be published (i.e. one book for four quadrants, four different books, etc.). She suggested that more input is necessary from all four quadrants before any definite decisions about publication are made. It was agreed that further discussion of the disposition of the PPRTF report be deferred for later in the meeting.

Mr. Zavodnick provided a status of the activities of the Meeting Coordination Task Force (MCTF). The task force had one conference call discussing customs and traditions followed in scheduling meetings and establishing a single calendar of NAESB events with a general consensus that the calendar would be restricted to only NAESB events. Draft minutes of the MCTF are posted on NAESB site. The next meeting is scheduled for July 18 with the expectation that the task force will be issuing a final report to EC shortly thereafter. Ms. Davis asked about the length of the July 18 meeting. Mr. Zavodnick answered that the meeting would probably last two hours, ending at 2:00 EST.

3. Discussion on TTT in light of FERC Order 587-O, Docket No. RM96-1-020, requiring implementation of NAESB Standards, Version 1.5

Mr. Novak noted there is a section of FERC Order 587-O which directs parties that have questions to this body (the EC) and we have received three requests for clarification. The implementation date for the order is October 1. An Interpretations Subcommittee will be set up shortly to address the three requests. There was some discussion on the need for multi-quadrant subcommittees and task forces as the Interpretations Subcommittee was discussed, and multi-quadrant efforts will be discussed later by the group, specifically, the development of guidelines for how multi-quadrant efforts will be coordinated, and recommendations identifying which subcommittees are likely to have multi-quadrant efforts.

4. Discussion and Vote on Proposed Standards for the WGQ - Fund Transfer Agent Agreement (FTAA)

Mr. Ishikawa requested the discussion of the submitted comments from Southern California Gas and San Diego Gas & Electric be postponed until after lunch so he could contact the author of the comments. Mr. Scheel suggested if these comments/issues had not been addressed by the subcommittee, they be sent back to be addressed. Ms. Davis voiced her agreement with Mr. Scheel, and suggested the discussion be postponed until the August EC meeting.

Mr. Buccigross read Southern California Gas and San Diego Gas & Electric's comments on the FTAA into the record, and opened the floor for discussion. Mr. Johnson noted that legal opinions had already been drafted addressing the concerns outlined in the comments regarding bankruptcy [the comments were withdrawn after the meeting, and the companies noted that they were in agreement with the FTAA as drafted.] As there was confusion on whether the



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issues raised in the comments had been addressed by the subcommittee, it was determined to send the recommendation back to them with the comments. Ms. Davis motioned, seconded by Mr. Young that the FTAA recommendation be sent back to Contract Subcommittee for further review of comments provided at the EC meeting on June 13 and with a request they return it with a fully staffed recommendation including a redlined version. Mr. Buccigross inquired if the document would have to go out for comment again. Ms. McQuade answered that if there were no further changes to the contract it would not have to go out again for comment. A vote on the motion passed unanimously.

5. Publication Process Review Task Force (PPRTF)

Mr. Buccigross opened discussion on the disposition of the PPRTF report, and asked for proposed courses of action. Mr. Novak made a motion that the EC accepts the PPRTF and send it to the BOD. The motion was seconded by Mr. Caldwell. Mr. Buccigross clarified the suggestion that the EC have this report posted and any interested party be allowed to submit comments prior to the board meeting and they will go to the board with the understanding that said comments do not preclude any substantive action. After discussion, the motion was made by Mr. Novak and seconded by Mr. Caldwell that "The WGQ EC accepts the PPRTF report and submits it to the Board of Directors at its June 28th, 2002 meeting for whatever action it deems appropriate. Interested industry participants are invited to submit comments to the Board of Directors on the report." The motion passed unanimously.

6. 2002 WGQ Annual Plan Review

Mr. Buccigross reviewed the changes made to the annual plan which are attached to these minutes. No date changes were made. The status on the FTAA (item no. 9) was modified to show that it was in progress rather than completed. Item 5, to explore additional possibilities for partnership with the Department of Energy was left open. Mr. Brooks has had several discussions with the DOE regarding homeland security and additional work may come out of those discussions. Item 6 is considered completed as enhancing security standards relates to the recommendations from the Sandia report (which is item 4). It is still considered an "in progress" item though because additional work may come from the discussions with the DOE (item 5). Item no. 8, regarding Order No. 637 is complete with the exception of the development of X12 data sets for transactional reporting. Item no. 10, Partial Day Recalls, is underway.

7. Wholesale Gas Quadrant Procedures Task Force

Mr. Scheel reported that the group has met once to organize. They will prepare a strawman of WGQ procedures which follow the other quadrant procedures, and expect the strawman to be complete by the end of the month. Once completed, they will forward the procedures to the WGQ membership for comments. After the comments are reviewed, the procedures will be forwarded to the Board, possibly in time for the September Board meeting. The strawman procedures and comments would also be forwarded to the EC at the August meeting.



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8. Update on REQ Membership

Ms. McQuade gave the update of REQ membership. 47 letters of intent were reported when the meeting materials were posted, but since then an additional company has indicated its intent to join. Most of the companies forwarding letters of intent have already submitted applications for membership and all have said they intend to join. Mr. Minneman stated Quadrant procedure identifies that the Quadrant elects members to the EC but also allows alternates. He inquired as to who were the alternates for the REQ. Later in the meeting, Ms. McQuade noted that the alternate for the REQ EC were: for the distributors: Gwen Beadles, John Russom and Keith Hock; and for the suppliers: Bill Barkas, Gwen Mizzle and Theresa Hess.

9. Election of Executive Committee REQ Vice Chairman

Mr. Buccigross requested nominations from the floor for the position of the EC Vice Chairman representing the REQ, and REQ Quadrant Chairman. Mr. Anthony nominated Mr. Minneman for the position. Mr. LaFond moved to elect Mr. Minneman. The motion was seconded by Mr. Newbold. Mr. Minneman was elected unanimously. Mr. Minneman stated the REQ needs to elect a vice chairman of REQ who would become the chairman next year. Ms. Kiselewich suggested this wait until the next meeting. It was decided at the next meeting this issue would be listed as an item on the agenda.

10. Proposed 2002/2003 REQ Annual Plan

Mr. Minneman opened discussion of the REQ annual plan. He summarized the progress of the development of the annual plan by noting that there was good consensus on the items belonging on the plan and most of the discussion focused on prioritization. A draft has been put together and sent out for review. The REQ will be providing the plan to the Board for approval at its June 28, 2002 meeting. He further noted that discussions with the RGQ on its annual plan regarding coordination of activities would be productive.

In comments, Ms. Davis asked if the plan included a review of the WGQ standards. The plan addresses a review of the WGQ EDM standards. It is expected that the subcommittee addressing item 12 will be provided with an instruction that it is to review the EDM standards to determine if they are to be adopted as REQ standards as well. Ms. Alexander then outlined the position of the residential end-users concerning the issue of coordination with the RGQ. She explained because of limited resources, especially in the end-user segment, the two active subcommittees are addressing workload priorities and the establishment of realistic goals with the involvement of as many end users as possible. There will also be coordination with the WEQ for applicable development efforts.

Mr. Brooks suggested the REQ include in item no. 3, "Customer Enrollment and Switching", some consideration for RTOs (in particular the model ERCOT has employed). And in item no. 12, "Electronic Delivery Mechanisms", the subcommittee to which this activity is assigned should make reference to the development efforts of other Quadrants and may result in liaison roles. Ms. Hess responded that the REQ will be looking at GISB EDM standards as well as other manuals/protocols, such as other standards developed by groups such as the UBP group, OASIS and FREDI under item 12. Ms. Khan referred the EC to the attachment to the plan that lists some of the organizations that may be contacted, in addition to coordination with the RGQ and WEQ. It was also noted that the need for coordination is embedded in the



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UBP document, which will be used as the starting point for REQ standards development. Mr. Brooks noted that the REQ should consider the data transport standards developed in Ontario, as no group will be excluded from consideration, which will be passed on to the subcommittee addressing this annual plan item.

Mr. Brooks asked that item 3 be reworded to ensure that all parties are reflected in the customer enrollment and switching. Mr. Moran agreed and offered wording to specify market participants instead of distributors and suppliers. Ms. Kiselewich moved to adopt the REQ annual plan as modified at this meeting. The motion was seconded by Mr. LaFond. The motion passed unanimously.

12. Establishment of REQ Taskforces and Subcommittees

Mr. Minneman reviewed the procedure for establishing taskforces and subcommittees within the REQ, which is outlined in section 10.9 of the REQ procedures. The steps are: (1) the EC prepares a written statement of purpose for the task force or subcommittee, (2) names it (3) and appoints a temporary chair (member of REQ EC who performs start-up tasks and is willing to serve as chair if elected). He stated since the REQ is at a point where they have endorsed an annual plan, which calls forth three different subcommittees as follows: Technical Electronic Implementation Subcommittee, Supplier Utility Interface Subcommittee, and Customer Procedures Subcommittee. Mr. Anthony suggested the charter of the subcommittees should have some degree of consistency and commonality with the WGQ and he volunteered to draft a preliminary charter.

Ms. Van Pelt stated her concern in the event a request came in that crossed Quadrants there needed to be some kind of equivalent subcommittees to make sure an item had appropriate subcommittees working on it together. Ms. Chezar suggested if the REQ had not yet selected members to sit on the triage committee it do so soon in order to deal with requests. Mr. Novak suggested the REQ should be free to do what it needs to do to get their Quadrant up and running and worry about any possible restructuring at the next EC meeting if it is necessary.

Mr. Minneman informed the EC the REQ is now at a point where it can establish the designated subcommittees as delineated in the annual plan. Ms. Kiselewich moved to establish these three subcommittees these to be the Technical Electronic Implementation Subcommittee, Supplier Utility Interface Subcommittee, and Customer Procedures Subcommittee. The motion was seconded by Mr. Brooks. The motion passed unanimously. Mr. Minneman asked for volunteers to lead of the three subcommittees. Mr. Brooks volunteered to act as interim chair for the Technical Electronic Implementation Subcommittee. As there were no further volunteers, Mr. Minneman will organize the first meetings for the other two subcommittees and solicit volunteer chairs for the subcommittees.

For the Triage Committee, it was noted that Mr. Buccigross appointed members to the Triage Committee. Mr. Buccigross stated he would respect the wishes of the REQ segments in selecting their triage representatives. For responsibility, the members of the Triage Committee review incoming requests and recommend to the Executive Committee: (1) scope, (2) inclusion in the annual plan, (3) applicable quadrants, (4) assignments to subcommittees, and (5) relative priorities. Ms. Alexander asked for a description of the responsibilities of the Triage Committee. Should the Triage Committee recommend that he request is out of the scope of the organization and the EC concurs, the request is then forwarded to the Board of Directors as it is the final arbiter on scope. The triage process can assign a request to multiple quadrants for development, and the reconsideration process acts as a check during the standards development effort if there is concern the standard may apply to quadrants other than those to



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which it was assigned. Two factors were identified which should be considered in the triage process: (1) recognize limited resources and (2) coordinate similar development efforts reflected in the quadrant annual plans to avoid duplication and conflicts in priority. Both items should be taken up by the Parliamentary Committee, once it convenes. Mr. Newbold stated that the issue at hand is really a timing difference. The fact that the annual plans are not coincident in time is causing most of the confusion.

Mr. Anthony stated the dates on the annual plan are completion dates and the intent was that the subcommittees would start working on these items ASAP. Mr. Buccigross stated the BOD is expecting an REQ plan, so that means there will eventually be four separate annual plans for 2003. Mr. Anthony added that the issue of cross-quadrant coordination will need to be addressed but should not hinder the group for beginning work on the items on the annual plan. Mr. Minneman summarized the discussion of this topic as follows. It is agreed there is an open issue how procedurally the annuals plans of the quadrants are coordinated. The REQ voted to endorse the annual plan and submit it to the Board of Directors.

Two areas of possible coordination between REQ and WGQ were identified as EDM and Billing and Payment. Mr. Minneman asked the WGQ participants to review the REQ to determine if there were any areas of potential conflict, and provide such information to him or to the Board at its June 28 meeting.

13. Other Business

Mr. Buccigross reviewed the schedule of upcoming meetings with their locations and dates as follows. He informed the EC their meetings will now be scheduled for two days (four half day meetings for the four quadrants). Those meetings are:

Aug 22nd and 23rd in Colorado Springs

Oct. 17th and 18th in Phoenix/Tempe Arizona

Dec. 12th and 13th in New York

The annual meeting dates are September 24 and 25 with the Board meeting on September 23, in Hunt Valley, Maryland – 20 minutes from the Baltimore airport.

Ms. Alexander suggested when choosing meeting locations, more attention should be paid to the available financial resources of the participants. Ms. McQuade noted that meetings at airport hotels with charges for attendance have been approved by the Board, and as the committee grows it may be the only option. It is expected that the EC meeting will run in four half day sections – one for each of the quadrants. The common part of the meetings for the EC as a whole to address triage recommendations on new requests can be handled through conference calling.

In discussion of the August meeting, it was noted that the WGQ meeting would need more than half-day to address partial day recalls. As a option, either the first day be devoted in total to WGQ, or it be devoted through to 3:00 p.m. after which a joint meeting could be held in the late afternoon. As it was unclear whether the WEQ or the RGQ would be seated in August, there was some flexibility in the scheduling.

Ms. McQuade gave the following update for the formation activities of the WEQ. The WEQ is meeting in Columbus on the June 20 and 21, 2002. There is a detailed (21 pages) agenda posted on the NAESB web site. The WEQ has preliminarily identified five segments and



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descriptions for those segments. They have enough companies interested but have not yet determined the number of seats per segment on the Board and EC.

Mr. Novak gave the following update for the formation activities of the RGQ. RGQ is focused both on membership recruitment and on finalizing the annual plan. A survey on the annual plan is underway.

For the publication of version 1.6 of the NAESB WGQ standards, Ms. Van Pelt noted that several corrections are needed in the cross-reference. She will be submitting those to NAESB, and working with Ms. Garcia to have the corrections applied. For the two booklets, Ms. McQuade noted that a draft should be made available of June 14, where "GISB" is changed to "NAESB", where applicable. Several individuals volunteered to review the modifications. By June 29, all standards manual modifications for version 1.6 will be made available to the reviewers. By July 2 a second round of edits resulting from the first review will be available to the reviewers, and by July 12 the final version should be available.

Mr. Young was welcomed to the EC as the newly elected WGQ pipeline segment member, and Ms. King was welcomed to the EC as the newly elected WGQ pipeline segment alternate. Ms. Alexander introduced Mr. Winkler who is representing the Ohio Office of Consumer Council and will be representing the end-users in the RGQ EC when seated.

14. Adjourn

Ms. Van Pelt made the motion, seconded by Mr. Young to adjourn the meeting. The meeting adjourned on June 13, 2002 at 4:15 p.m. PST.



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7. Executive Committee Attendance

Present

WGQ

End Users:

Tina Burnett	Y
Bill Hebenstreit	Y
Diane McVicker	N
Dona Gussow	Y

LDCs:

Dolores Chezar	Y
Mike Novak	Y
Chris Maturo	N
Rodger Schwecke	Y
Steve Sullivan	N

Pipelines:

Bill Griffith	Y
Dale Davis	Y
Theresa Hess	Y
Kim Van Pelt	Y
Mark Gracey	N

Producers:

Paul Keeler	N
Lauren Kaestner	N
Richard Smith	N
Sheri Hessington	Y
Vacancy	

Services:

Jim Buccigross	Y
Carl Caldwell	Y
Keith Sappe nfield	Y
Mark Scheel	Y
Leigh Spangler	Y

REQ

Distributors:

Ruth Kiselewich	N
Terry Moran	Y
William Newbold	Y
Jeff Anthony	N

End Users:

Dr. John Anderson	N
Steve LaFond	Y
Barbara Alexander	Y
Vacancy	



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Services:

Jim Minneman	Y
Dick Brooks	Y
Rob Connell	N
Vacancy	

Suppliers:

Felicia Lokey	N
Johnathan Kubler	Y
Heidi Schrab	N
Vacancy	

8. Other Participation

Administrative:	Rae McQuade	- Executive Director
	Veronica Thomason	- NAESB Staff
	JoAnn Garcia	- NAESB Staff
	Jay Costan	- General Counsel
	Meghan McMillan	- NAESB Staff

Observers to the Meeting:

Name	Company	In Person/Phone	GISB Member
Anthony, Jeff	Wisconsin Electric Power Co.	On the phone	Y
Bianchi, Rita	Northern Natural Gas Co.	On the phone	Y
Bragg, Audrey	Washington Gas	In Person	Y
Bray, Mike	Bray & Associates	In Person	Y
Camp, Yvette	Southern Company	On the phone	Y
Goodman, Craig	National Energy Marketers Association	On the phone	Y
Gwilliam, Tom	Iroquois Gas Transmission Sys.	In Person	Y
Johnson, Will	Visage	On the phone	Y
Jones, Veronica	Defense Energy Center	In Person	Y
Kardas, Joe	National Fuel Gas Supply	In Person	Y
Khan, Misty	Telrx	On the Phone	Y
McDougal, Prince	Southern Natural Gas	On the phone	Y
Schubert, Ken	TransCanada Pipeline	In Person	Y
Smith, Richard	ExxonMobil Gas Marketing Co.	On the phone	Y
Whatley, Pete	Dynegy	In Person	Y
Zavodnick, Steve	Baltimore Gas and Electric	On the phone	Y

**NORTH AMERICAN ENERGY STANDARDS BOARD EXECUTIVE COMMITTEE
MEETING - WHOLESALE GAS & RETAIL ELECTRIC QUADRANTS
Meeting Materials
August 22, 2002**

4. New Requests

- The new request, R02007, is attached for the Executive Committee's consideration. The Triage Group may provide a report prior to the meeting.

**Request for Initiation of a NAESB Standard for Electronic Business Transactions or
Request for Enhancement of a NAESB Standard for Electronic Business
Transactions**

R02007

North American Energy Standards Board

**Request for Initiation of a NAESB Standard for Electronic Business Transactions
or
Enhancement of an Existing NAESB Standard for Electronic Business Transactions**

Date of Request: 8/13/02

1. Submitting Entity & Address:

Tennessee Gas Pipeline
Nine E Greenway Plaza
Houston, TX 77046

2. Contact Person, Phone #, Fax #, Electronic Mailing Address:

Name : Charlie Bass 832-676-3801
Mark Gracey 832-676-3803

3. Description of Proposed Standard or Enhancement:

Request for a new data element "Notes Codes" and two related codes for the Invoicing data sets NAESB Standard 3.4.1

4. Use of Proposed Standard or Enhancement (include how the standard will be used, documentation on the description of the proposed standard, any existing documentation of the proposed standard, and required communication protocols):

The codes would be used to provide more information about items that may have impacted the invoicing line item.

5. Description of Any Tangible or Intangible Benefits to the Use of the Proposed Standard or Enhancement:

Could provide customers information on the reason(s) why a specific line item was billed at a specific rate.

**Request for Initiation of a NAESB Standard for Electronic Business Transactions or
Request for Enhancement of a NAESB Standard for Electronic Business
Transactions**

6. Estimate of Incremental Specific Costs to Implement Proposed Standard or Enhancement:

N/A

7. Description of Any Specific Legal or Other Considerations:

N/A

8. If This Proposed Standard or Enhancement Is Not Tested Yet, List Trading Partners Willing to Test Standard or Enhancement (Corporations and contacts):

N/A

9. If This Proposed Standard or Enhancement Is in Use, Who are the Trading Partners:

N/A

10. Attachments (such as : further detailed proposals, transaction data descriptions, information flows, implementation guides, business process descriptions, examples of ASC ANSI X12 mapped transactions):

Business Name/Data Set	Description	EBB Usage	EDI Usage	Condition
Notes Codes/Invoice Data Set 3.4.1	The data element is used to provide more information about an invoice line item.	S	S	

Code Value Description	Code Value Definition	Code Value
DV: Discount Violation	A discount violation of either a point or TQ or both has occurred	DV
WAR: Weighted Average Rate	The billed rate is the result of a weighted average rate calculation	WAR

**NORTH AMERICAN ENERGY STANDARDS BOARD EXECUTIVE COMMITTEE
MEETING - WHOLESALE GAS & RETAIL ELECTRIC QUADRANTS
Meeting Materials
August 22, 2002**

5. Recommended Standards

- One recommendation is presented for consideration by the WGQ:
 - R02002
- To vote to adopt the recommendation, the WGQ members of the EC will vote with a super-majority (at least 67% affirmative votes total from the wholesale gas quadrant EC members of the organization, including at least 40% affirmative votes from each segment of the wholesale gas quadrant EC).
- The comments provided to the NAESB Office are attached.
- A notational ballot is provided in this section for those WGQ EC members unable to attend the meeting in person or by phone. It should be forwarded to the NAESB office by August 21, end of business.



RECOMMENDATION TO NAESB WGQ EXECUTIVE COMMITTEE

Requester: KeySpan Request No.: R02002 and 2002 Annual Plan Item 10 - Order 587-N

1. RECOMMENDED ACTION:

- Accept as requested
X Accept as modified below
Decline

EFFECT OF EC VOTE TO ACCEPT RECOMMENDED ACTION:

- X Change to Existing Practice
Status Quo

2. TYPE OF MAINTENANCE

Per Request:

- Initiation
X Modification
Interpretation
Withdrawal
Principle (x.1.z)
Definition (x.2.z)
X Business Practice Standard (x.3.z)
Document (x.4.z)
Data Element (x.4.z)
Code Value (x.4.z)
X12 Implementation Guide
Business Process Documentation

Per Recommendation:

- Initiation
X Modification
Interpretation
Withdrawal
X Principle (x.1.z)
Definition (x.2.z)
X Business Practice Standard (x.3.z)
X Document (x.4.z)
X Data Element (x.4.z)
X Code Value (x.4.z)
X X12 Implementation Guide
X Business Process Documentation

3. RECOMMENDATION

SUMMARY:

- Modify existing NAESB WGQ Standards 5.3.2, 5.3.7, 5.3.41, 5.3.42.
Delete existing NAESB WGQ Standard 5.3.6.
Add proposed NAESB WGQ Standards 5.3.z1, 5.3.z2, 5.3.z3, 5.3.z4, 5.3.z5, 5.3.z6, 5.3.z7, 5.3.z8, 5.3.z9, 5.3.z10, 5.3.z11.
Add proposed NAESB WGQ Principle 5.1.z1.
Add the following six new data elements:
Business Day Indicator
Recall Notification Period Indicator - Early Evening
Recall Notification Period Indicator - Evening
Recall Notification Period Indicator - Intraday 1
Recall Notification Period Indicator - Intraday 2
Recall Notification Period Indicator - Timely
to the following five Capacity Release data sets:
Offer Download - NAESB WGQ Standard 5.4.1
Award Download - NAESB WGQ Standard 5.4.3
Replacement Capacity - NAESB WGQ Standard 5.4.4
Offer Upload - NAESB WGQ Standard 5.4.7
Offer Upload Notification - NAESB WGQ Standard 5.4.9
Add code values "No" and "Yes" to the six new data elements listed above in the five Capacity Release data sets indicated above.



RECOMMENDATION TO NAESB WGQ EXECUTIVE COMMITTEE

**Requester: KeySpan Request No.: R02002 and
2002 Annual Plan Item 10 - Order 587-N**

- Add code value "Capacity Recalled" to the Reduction Reason data element for the Confirmation Response - NAESB WGQ Standard 1.4.4.
- Modify the Sample Paper Transaction for the following five Capacity Release data sets:
 - Offer Download - NAESB WGQ Standard 5.4.1
 - Award Download - NAESB WGQ Standard 5.4.3
 - Replacement Capacity - NAESB WGQ Standard 5.4.4
 - Offer Upload - NAESB WGQ Standard 5.4.7
 - Offer Upload Notification - NAESB WGQ Standard 5.4.9

STANDARDS LANGUAGE:

5.3.2 Proposed Modified NAESB WGQ Standard

For biddable releases (less than 1 year):

- offers should be tendered by 12:00 P.M. on a Business Day;
- open season ends no later than 1:00 P.M. on a Business Day (evaluation period begins at 1:00 P.M. during which contingency is eliminated, determination of best bid is made, and ties are broken);
- evaluation period ends and award posting if no match required at 2:00 P.M.;
- match or award is communicated by 2:00 P.M.;
- match response by 2:30 P.M.;
- where match required, award posting by 3:00 P.M.;
- contract issued within one hour of award posting (with a new contract number, when applicable); nomination possible beginning at the next available nomination cycle for the effective date of the contract. (Central Clock Time)

For biddable releases (1 year or more):

- offers should be tendered by 12:00 P.M. four Business Days before award;
- open season ends no later than 1:00 P.M. on the Business Day before timely nominations are due (open season is three Business Days);
- evaluation period begins at 1:00 P.M. during which contingency is eliminated, determination of best bid is made, and ties are broken;
- evaluation period ends and award posting if no match required at 2:00 P.M.;
- match or award is communicated by 2:00 P.M.;
- match response by 2:30 P.M.;
- where match required, award posting by 3:00 P.M.;
- contract issued within one hour of award posting (with a new contract number, when applicable); nomination possible beginning at the next available nomination cycle for the effective date of the contract. (Central Clock Time)

For non-biddable releases:

Timely Cycle

- posting of prearranged deals not subject to bid are due by 10:30 A.M. ~~on a Business Day~~;
- contract issued within one hour of award posting (with a new contract number, when applicable); nomination possible beginning at the next available nomination cycle for the effective date of the contract. (Central Clock Time)

Evening Cycle

- posting of prearranged deals not subject to bid are due by 5:00 P.M. ~~on a Business Day~~;



RECOMMENDATION TO NAESB WGQ EXECUTIVE COMMITTEE

**Requester: KeySpan Request No.: R02002 and
2002 Annual Plan Item 10 - Order 587-N**

- contract issued within one hour of award posting (with a new contract number, when applicable); nomination possible beginning at the next available nomination cycle for the effective date of the contract. (Central Clock Time)
- Intraday 1 Cycle
- posting of prearranged deals not subject to bid are due by 9:00 A.M. ~~on a Business Day~~;
 - contract issued within one hour of award posting (with a new contract number, when applicable); nomination possible beginning at the next available nomination cycle for the effective date of the contract. (Central Clock Time)
- Intraday 2 Cycle
- posting of prearranged deals not subject to bid are due by 4:00 P.M. ~~on a Business Day~~;
 - contract issued within one hour of award posting (with a new contract number, when applicable); nomination possible beginning at the next available nomination cycle for the effective date of the contract. (Central Clock Time)

5.3.6 Proposed Deleted N AESB WGQ Standard

~~If the releasing shipper wishes to recall capacity to be effective for a gas day, the notice should be provided to the transportation service provider and the acquiring shipper no later than 8 A.M. Central Clock Time on nomination day.~~

5.3.7 Proposed Modified NAESB WGQ Standard

~~There should be no partial day recalls of capacity.~~ Transportation service providers should support the function of reputting by releasing shippers.

5.3.41 Proposed Modified NAESB WGQ Standard

The display of capacity release data for an Offer should be selected from a summary list of Offers. The summary list should be comprised of the following:

- Offer Number
- Release Term Start Date
- Release Term End Date
- Location Information as applicable, and/or navigation to detail
- Maximum Offer Quantity – Contract
- Biddable Deal Indicator
- [Recall notification period\(s\) as indicated in the Offer](#)
- [Business Day recall notification restriction](#)
- other data elements, if applicable

5.3.42 Proposed Modified NAESB WGQ Standard

A mechanism should be provided to allow the Capacity Release offer summary list to be filtered by:

- Offer Number
- Release Term Start Date
- Release Term End Date
- Biddable Deal Indicator
- [Recall notification period\(s\) as indicated in the Offer](#)
- [Business Day recall notification restriction](#)

The mechanism should also allow filtering based upon the status of the offers.



RECOMMENDATION TO NAESB WGQ EXECUTIVE COMMITTEE

Requester: KeySpan Request No.: R02002 and
2002 Annual Plan Item 10 - Order 587-N

5.3.z1 Proposed Standard

All Transportation Service Providers (TSPs) should support the following recall notification periods for all released capacity subject to recall rights:

(i) Timely Recall Notification:

(a) A Releasing Shipper recalling capacity should provide notice of such recall to the TSP and the first Replacement Shipper no later than 8:00 a.m.;

(b) The TSP should provide notification of such recall to all affected Replacement Shippers no later than 9:00 a.m. (Central Clock Time);

(ii) Early Evening Recall Notification:

(a) A Releasing Shipper recalling capacity should provide notice of such recall to the TSP and the first Replacement Shipper no later than 3:00 p.m.;

(b) The TSP should provide notification of such recall to all affected Replacement Shippers no later than 4:00 p.m. (Central Clock Time);

(iii) Evening Recall Notification:

(a) A Releasing Shipper recalling capacity should provide notice of such recall to the TSP and the first Replacement Shipper no later than 5:00 p.m.;

(b) The TSP should provide notification of such recall to all affected Replacement Shippers no later than 6:00 p.m. (Central Clock Time);

(iv) Intraday 1 Recall Notification:

(a) A Releasing Shipper recalling capacity should provide notice of such recall to the TSP and the first Replacement Shipper no later than 7:00 a.m.;

(b) The TSP should provide notification of such recall to all affected Replacement Shippers no later than 8:00 a.m. (Central Clock Time); and

(v) Intraday 2 Recall Notification:

(a) A Releasing Shipper recalling capacity should provide notice of such recall to the TSP and the first Replacement Shipper no later than 2:30 p.m.;

(b) The TSP should provide notification of such recall to all affected Replacement Shippers no later than 3:30 p.m. (Central Clock Time).

5.3.z2 Proposed Standard

For recall notification provided to the Transportation Service Provider (TSP) prior to the recall notification deadline specified in NAESB WGQ Standard No. [5.3.z1] and received between 7:00 a.m. and 5:00 p.m., the TSP should provide notification to all affected Replacement Shippers no later than one hour after receipt of such recall notification.

For recall notification provided to the TSP after 5:00 p.m. and prior to 7:00 a.m., the TSP should provide notification to all affected Replacement Shippers no later than 8:00 a.m. after receipt of such recall notification. (Central Clock Time)

5.3.z3 Proposed Standard

When a Transportation Service Provider (TSP) sends Internet E-mail notification for recalling of capacity to each affected Replacement Shipper, the subject line of the E-mail should include the following information separated by commas in the following order: (1) "Recall", (2) the recall notification period, (3) the Effective Date in YYYYMMDD format, (4) the name or abbreviation of the TSP (excluding commas), and (5) the TSP's D-U-N-S® Number.



RECOMMENDATION TO NAESB WGQ EXECUTIVE COMMITTEE

Requester: KeySpan Request No.: R02002 and
2002 Annual Plan Item 10 - Order 587-N

The body of such E-mail notification should contain at least the affected Replacement Shipper's Contract Number, the quantity of capacity being recalled, and the Offer Number or Award Number, if necessary to uniquely identify the capacity being recalled.

Where supported by the TSP, for recalls that are effective at non-standard times, the appropriate recall notification period should be included in the subject line and the effective time of the recall should be in the body of the E-mail.

Where TSPs offer capacity recall notification mechanisms in addition to Internet E-mail, the notification should include at least the same level of information.

5.3.z4 Proposed Standard

The Replacement Shipper should provide the Transportation Service Provider (TSP) with no more than two Internet E-mail addresses to be used for recall notification. The obligation of the TSP to provide notification is waived until at least one of the addresses has been provided.

5.3.z5 Proposed Standard

The Releasing Shipper should provide capacity recall notification to the Transportation Service Provider (TSP) through the TSP's Customer Activities Website. The recall notification should specify the recall notification period for the specified effective gas day, as well as any other information needed to uniquely identify the capacity being recalled.

5.3.z6 Proposed Standard

Recalled capacity notices should indicate whether penalties will apply for the gas day for which quantities are reduced due to a capacity recall.

5.3.z7 Proposed Standard

A Transportation Service Provider should support the ability for the Releasing Shipper to specify, as a condition of a capacity release offer, which recall notification period(s), as provided in NAESB WGQ Standard No. [5.3.z1], will be available for use by the parties.

5.3.z8 Proposed Standard

A Transportation Service Provider should support the ability for the Releasing Shipper to specify, as a condition of a release, whether the Releasing Shipper's recall notification must be provided exclusively on a Business Day.

5.3.z9 Proposed Standard

Affected Replacement Shippers should manage internal distribution of notifications of recall received from a Transportation Service Provider.

5.3.z10 Proposed Standard

When capacity is recalled, it may not be reput for the same gas day.



RECOMMENDATION TO NAESB WGQ EXECUTIVE COMMITTEE

**Requester: KeySpan Request No.: R02002 and
2002 Annual Plan Item 10 - Order 587-N**

5.3.z11 Proposed Standard

The deadline for notifying the Transportation Service Provider of a reput is 8:00 a.m. to allow for timely nominations to flow on the next gas day.

5.1.z1 Proposed Principle

The Releasing Shipper should provide capacity recall notification to its affected Replacement Shipper(s) at the same time it provides notification to the Transportation Service Provider. The mode of notification should be mutually agreed between the parties.

DATA DICTIONARY (for new documents and addition, modification or deletion of data elements)

Document Name and No.: Offer Download - NAESB WGQ Standard 5.4.1
Replacement Capacity - NAESB WGQ Standard 5.4.4
Offer Upload - NAESB WGQ Standard 5.4.7

Business Name (Abbreviation)	Definition	EBB Usage	ED/FF Usage	Condition
<u>Business Day Indicator (Bus Day Ind)</u>	<u>Recall notification must be provided exclusively on a business day</u>	<u>C</u>	<u>C</u>	<u>Mandatory when Recall/Reput Indicator specifies that the referenced capacity is recallable.</u>
<u>Recall Notification Period Indicator – Early Evening (Recall Notif EE)</u>	<u>Recall notification may occur using the early evening recall notification period.</u>	<u>C</u>	<u>C</u>	<u>Mandatory when the following conditions are met:</u> <ul style="list-style-type: none">• <u>Recall/Reput Indicator specifies that the referenced capacity is recallable, and</u>• <u>None of the other recall notification period indicators are present.</u>
<u>Recall Notification Period Indicator – Evening (Recall Notif Eve)</u>	<u>Recall notification may occur using the evening recall notification period.</u>	<u>C</u>	<u>C</u>	<u>Mandatory when the following conditions are met:</u> <ul style="list-style-type: none">• <u>Recall/Reput Indicator specifies that the referenced capacity is recallable, and</u>• <u>None of the other recall notification period indicators are present.</u>



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Business Name (Abbreviation)	Definition	EBB Usage	EDI/FF Usage	Condition
Recall Notification Period Indicator – Intraday 1 (Recall Notif ID1)	Recall notification may occur using the intraday 1 recall notification period.	C	C	<p>Mandatory when the following conditions are met:</p> <ul style="list-style-type: none"> Recall/Reput Indicator specifies that the referenced capacity is recallable, and None of the other recall notification period indicators are present.
Recall Notification Period Indicator – Intraday 2 (Recall Notif ID2)	Recall notification may occur using the intraday 2 recall notification period.	C	C	<p>Mandatory when the following conditions are met:</p> <ul style="list-style-type: none"> Recall/Reput Indicator specifies that the referenced capacity is recallable, and None of the other recall notification period indicators are present.
Recall Notification Period Indicator – Timely (Recall Notif Timely)	Recall notification may occur using the timely recall notification period.	C	C	<p>Mandatory when the following conditions are met:</p> <ul style="list-style-type: none"> Recall/Reput Indicator specifies that the referenced capacity is recallable, and None of the other recall notification period indicators are present.

Document Name and No.: Award Download - NAESB WGQ Standard 5.4.3
Offer Upload Notification - NAESB WGQ Standard 5.4.9

Business Name (Abbreviation)	Definition	EBB Usage	EDI/FF Usage	Condition
Business Day Indicator (Bus Day Ind)	Recall notification must be provided exclusively on a business day	C	C	Mandatory when present in the Offer Upload.
Recall Notification Period Indicator – Early Evening (Recall Notif EE)	Recall notification may occur using the early evening recall notification period.	C	C	Mandatory when present in the Offer Upload.



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Business Name (Abbreviation)	Definition	EBB Usage	EDI/FF Usage	Condition
<u>Recall Notification Period Indicator – Evening (Recall Notif Eve)</u>	<u>Recall notification may occur using the evening recall notification period.</u>	<u>C</u>	<u>C</u>	<u>Mandatory when present in the Offer Upload.</u>
<u>Recall Notification Period Indicator – Intraday 1 (Recall Notif ID1)</u>	<u>Recall notification may occur using the intraday 1 recall notification period.</u>	<u>C</u>	<u>C</u>	<u>Mandatory when present in the Offer Upload.</u>
<u>Recall Notification Period Indicator – Intraday 2 (Recall Notif ID2)</u>	<u>Recall notification may occur using the intraday 2 recall notification period.</u>	<u>C</u>	<u>C</u>	<u>Mandatory when present in the Offer Upload.</u>
<u>Recall Notification Period Indicator – Timely (Recall Notif Timely)</u>	<u>Recall notification may occur using the timely recall notification period.</u>	<u>C</u>	<u>C</u>	<u>Mandatory when present in the Offer Upload.</u>

CODE VALUES LOG (for addition, modification or deletion of code values)

Document Name and No.: Confirmation Response - NAESB WGQ Standard 1.4.4

Reduction Reason

Code Value Description	Code Value Definition	Code Value
<u>Capacity Recalled</u>	<u>Reduction due to capacity recall by releasing shipper</u>	<u>CRE</u>

Document Name and No.: Offer Download - NAESB WGQ Standard 5.4. 1
Award Download – NAESB WGQ Standard 5.4.3
Replacement Capacity - NAESB WGQ Standard 5.4.4
Offer Upload – NAESB WGQ Standard 5.4.7
Offer Upload Notification - NAESB WGQ Standard 5.4.9

Business Day Indicator

<u>Code Value Description</u>	<u>Code Value Definition</u>	<u>Code Value</u>
<u>No</u>	<u>Recall notification is not limited to a business day</u>	<u>N</u>
<u>Yes</u>	<u>Recall notification must be provided exclusively on a business day</u>	<u>Y</u>



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Recall Notification Period Indicator – Early Evening

<u>Code Value Description</u>	<u>Code Value Definition</u>	<u>Code Value</u>
No	<u>Recall notification may not occur using the early evening recall notification period</u>	<u>N</u>
Yes	<u>Recall notification may occur using the early evening recall notification period</u>	<u>Y</u>

Recall Notification Period Indicator – Evening

<u>Code Value Description</u>	<u>Code Value Definition</u>	<u>Code Value</u>
No	<u>Recall notification may not occur using the evening recall notification period</u>	<u>N</u>
Yes	<u>Recall notification may occur using the evening recall notification period</u>	<u>Y</u>

Recall Notification Period Indicator – Intraday 1

<u>Code Value Description</u>	<u>Code Value Definition</u>	<u>Code Value</u>
No	<u>Recall notification may not occur using the intraday 1 recall notification period</u>	<u>N</u>
Yes	<u>Recall notification may occur using the intraday 1 recall notification period</u>	<u>Y</u>

Recall Notification Period Indicator – Intraday 2

<u>Code Value Description</u>	<u>Code Value Definition</u>	<u>Code Value</u>
No	<u>Recall notification may not occur using the intraday 2 recall notification period</u>	<u>N</u>
Yes	<u>Recall notification may occur using the intraday 2 recall notification period</u>	<u>Y</u>



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Recall Notification Period Indicator – Timely

<u>Code Value Description</u>	<u>Code Value Definition</u>	<u>Code Value</u>
No	Recall notification may not occur using the timely recall notification period	N
Yes	Recall notification may occur using the timely recall notification period	Y

Document Name and No.: Offer Upload Quick Response - NAESB WGQ Standard 5.4.8

Validation Code (Heading)

Code Value	Code Value Description	Code Value Definition
<u>E524</u>	<u>Invalid Business Day Indicator</u>	<u>[no definition necessary]</u>
<u>E525</u>	<u>Missing Business Day Indicator</u>	<u>[no definition necessary]</u>
<u>E528</u>	<u>Invalid Recall Notification Period Indicator – Early Evening</u>	<u>[no definition necessary]</u>
<u>E529</u>	<u>Missing Recall Notification Period Indicator – Early Evening</u>	<u>[no definition necessary]</u>
<u>E530</u>	<u>Invalid Recall Notification Period Indicator – Evening</u>	<u>[no definition necessary]</u>
<u>E531</u>	<u>Missing Recall Notification Period Indicator – Evening</u>	<u>[no definition necessary]</u>
<u>E532</u>	<u>Invalid Recall Notification Period Indicator – Intraday 1</u>	<u>[no definition necessary]</u>
<u>E533</u>	<u>Missing Recall Notification Period Indicator – Intraday 1</u>	<u>[no definition necessary]</u>
<u>E534</u>	<u>Invalid Recall Notification Period Indicator – Intraday 2</u>	<u>[no definition necessary]</u>
<u>E535</u>	<u>Missing Recall Notification Period Indicator – Intraday 2</u>	<u>[no definition necessary]</u>
<u>E526</u>	<u>Invalid Recall Notification Period Indicator – Timely</u>	<u>[no definition necessary]</u>
<u>E527</u>	<u>Missing Recall Notification Period Indicator – Timely</u>	<u>[no definition necessary]</u>



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BUSINESS PROCESS DOCUMENTATION (for addition, modification or deletion of business process documentation language)

Standards Book:
Offer Download - NAESB WGQ Standard 5.4.1
Award Download - NAESB WGQ Standard 5.4.3
Replacement Capacity - NAESB WGQ Standard 5.4.4
Offer Upload - NAESB WGQ Standard 5.4.7
Offer Upload Notification - NAESB WGQ Standard 5.4.9

Language: Modify the Sample Paper Transaction:
See attached

TECHNICAL CHANGE LOG (all instructions to accomplish the recommendation)
Document Name and No.:
Confirmation Response - NAESB WGQ Standard 1.4.4
Offer Download - NAESB WGQ Standard 5.4.1
Award Download - NAESB WGQ Standard 5.4.3
Replacement Capacity - NAESB WGQ Standard 5.4.4
Offer Upload - NAESB WGQ Standard 5.4.7
Offer Upload Quick Response - NAESB WGQ Standard 5.4.8
Offer Upload Notification - NAESB WGQ Standard 5.4.9

Description of Change:
Confirmation Response (1.4.4)
Transaction Set Tables
LQ Segments (Detail) table: For data element Reduction Reason, add the following code value and code value description in alphabetical order by code value: LQ02 = "CRE", LQ02 Description = "Capacity Recalled"
LQ Segments (Sub-detail) table: For data element Reduction Reason, add the following code value and code value description in alphabetical order by code value: LQ02 = "CRE", LQ02 Description = "Capacity Recalled"
Offer Download (5.4.1)
Data Element Xref to X12
Heading N9 Segment: Add 6 new N9 rows between the "C Pressure Base Indicator" and "N1 M Transportation Service Provider" rows as follows:
<ul style="list-style-type: none"> C Pressure Base Indicator N9 C Business Day Indicator N9 C Recall Notification Period Indicator – Timely N9 C Recall Notification Period Indicator – Early Evening N9 C Recall Notification Period Indicator – Evening N9 C Recall Notification Period Indicator – Intraday 1 N9 C Recall Notification Period Indicator – Intraday 2 N1 M Transportation Service Provider
Skip a blank row between the Pressure Base Indicator row and the first N9 row and again between the last N9 row and the N1 Transportation Service Provider row as illustrated above.



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X12 Mapping

Heading N9 Segment (position 290): mark segment as "used". Add segment note "For NAESB WGQ, this segment is conditional."

N901: mark as "must use". mark code value 40 as "used", add element note "Business Day Indicator"; mark code value 41 as "used", add element note "Recall Notification Period Indicator - Timely"; mark code value 42 as "used", add element note "Recall Notification Period Indicator - Early Evening"; mark code value 43 as "used", add element note "Recall Notification Period Indicator - Evening"; mark code value 44 as "used", add element note "Recall Notification Period Indicator - Intraday 1"; mark code value 45 as "used", add element note "Recall Notification Period Indicator - Intraday 2"

N902: mark as "must use". Add element note "Business Day Indicator, Recall Notification Period Indicator - Timely, Recall Notification Period Indicator - Early Evening, Recall Notification Period Indicator - Evening, Recall Notification Period Indicator - Intraday 1, Recall Notification Period Indicator - Intraday 2"

Add code values "Y Yes" and "N No"

Award Download (5.4.3)

Data Element Xref to X12

Heading N9 Segment: Add 6 new N9 rows between the " M Permanent Release Indicator" and "N1 M Transportation Service Provider" rows as follows:

- M Permanent Release Indicator
N9 C Business Day Indicator
N9 C Recall Notification Period Indicator - Timely
N9 C Recall Notification Period Indicator - Early Evening
N9 C Recall Notification Period Indicator - Evening
N9 C Recall Notification Period Indicator - Intraday 1
N9 C Recall Notification Period Indicator - Intraday 2
N1 M Transportation Service Provider

Skip a blank row between the Permanent Release Indicator row and the first N9 row and again between the last N9 row and the N1 Transportation Service Provider row as illustrated above.

X12 Mapping



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Heading N9 Segment (position 290): mark segment as "used".
Add segment note "For NAESB WGQ, this segment is conditional."

N901: mark as "must use".
mark code value 40 as "used", add element note "Business Day Indicator";
mark code value 41 as "used", add element note "Recall Notification Period Indicator – Timely";
mark code value 42 as "used", add element note "Recall Notification Period Indicator – Early Evening";
mark code value 43 as "used", add element note "Recall Notification Period Indicator – Evening";
mark code value 44 as "used", add element note "Recall Notification Period Indicator – Intraday 1";
mark code value 45 as "used", add element note "Recall Notification Period Indicator – Intraday 2"

N902: mark as "must use".
Add element note "Business Day Indicator, Recall Notification Period Indicator – Timely, Recall Notification Period Indicator – Early Evening, Recall Notification Period Indicator – Evening, Recall Notification Period Indicator – Intraday 1, Recall Notification Period Indicator – Intraday 2"

Add code values "Y Yes" and "N No"

Replacement Capacity (5.4.4)

Data Element Xref to X12

Heading REF Segment: Add 6 new REF rows between the "NTE C Recall/Reput Terms" and "DTM M Posting Date" rows as follows:

- NTE C Recall/Reput Terms
- REF C Business Day Indicator
- REF C Recall Notification Period Indicator – Timely
- REF C Recall Notification Period Indicator – Early Evening
- REF C Recall Notification Period Indicator – Evening
- REF C Recall Notification Period Indicator – Intraday 1
- REF C Recall Notification Period Indicator – Intraday 2
- DTM M Posting Date

Skip a blank row between the NTE Recall/Reput Terms row and the first N9 row and again between the last N9 row and the DTM Posting Date row as illustrated above.

X12 Mapping



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Heading REF Segment (position 050): mark segment as "used".
Add segment note "For NAESB WGQ, this segment is conditional."

REF01: mark as "must use".
mark code value 40 as "used", add element note "Business Day Indicator";
mark code value 41 as "used", add element note "Recall Notification Period Indicator – Timely";
mark code value 42 as "used", add element note "Recall Notification Period Indicator – Early Evening";
mark code value 43 as "used", add element note "Recall Notification Period Indicator – Evening";
mark code value 44 as "used", add element note "Recall Notification Period Indicator – Intraday 1";
mark code value 45 as "used", add element note "Recall Notification Period Indicator – Intraday 2"

REF02: mark as "must use".
Add element note "Business Day Indicator, Recall Notification Period Indicator – Timely, Recall Notification Period Indicator – Early Evening, Recall Notification Period Indicator – Evening, Recall Notification Period Indicator – Intraday 1, Recall Notification Period Indicator – Intraday 2"

Add code values "Y Yes" and "N No"

Offer Upload (5.4.7)

Data Element Xref to X12

Heading N9 Segment: Add 6 new N9 rows between the "PID M Stand-alone Offer Indicator" and "N1 M Transportation Service Provider" rows as follows:

- PID M Stand-alone Offer Indicator
- N9 C Business Day Indicator
- N9 C Recall Notification Period Indicator – Timely
- N9 C Recall Notification Period Indicator – Early Evening
- N9 C Recall Notification Period Indicator – Evening
- N9 C Recall Notification Period Indicator – Intraday 1
- N9 C Recall Notification Period Indicator – Intraday 2
- N1 M Transportation Service Provider

Skip a blank row between the PID Stand-alone Offer Indicator row and the first N9 row and again between the last N9 row and the N1 Transportation Service Provider row as illustrated above.

X12 Mapping



RECOMMENDATION TO NAESB WGQ EXECUTIVE COMMITTEE

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Heading N9 Segment (position 290): mark segment as "used".
Add segment note "For NAESB WGQ, this segment is conditional."

N901: mark as "must use".
mark code value 40 as "used", add element note "Business Day Indicator";
mark code value 41 as "used", add element note "Recall Notification Period Indicator – Timely";
mark code value 42 as "used", add element note "Recall Notification Period Indicator – Early Evening";
mark code value 43 as "used", add element note "Recall Notification Period Indicator – Evening";
mark code value 44 as "used", add element note "Recall Notification Period Indicator – Intraday 1";
mark code value 45 as "used", add element note "Recall Notification Period Indicator – Intraday 2"

N902: mark as "must use".
Add element note "Business Day Indicator, Recall Notification Period Indicator – Timely, Recall Notification Period Indicator – Early Evening, Recall Notification Period Indicator – Evening, Recall Notification Period Indicator – Intraday 1, Recall Notification Period Indicator – Intraday 2"

Add code values "Y Yes" and "N No"

Offer Upload Quick Response (5.4.8)

Transaction Set Tables

Errors and Warnings (Heading) table: Add the following validation codes and descriptions in alphabetical order by validation code:

- E524 Invalid Business Day Indicator
- E525 Missing Business Day Indicator
- E526 Invalid Recall Notification Period Indicator – Timely
- E527 Missing Recall Notification Period Indicator – Timely
- E528 Invalid Recall Notification Period Indicator – Early Evening
- E529 Missing Recall Notification Period Indicator – Early Evening
- E530 Invalid Recall Notification Period Indicator – Evening
- E531 Missing Recall Notification Period Indicator – Evening
- E532 Invalid Recall Notification Period Indicator – Intraday 1
- E533 Missing Recall Notification Period Indicator – Intraday 1
- E534 Invalid Recall Notification Period Indicator – Intraday 2
- E535 Missing Recall Notification Period Indicator – Intraday 2

Offer Upload Notification (5.4.9)

Data Element Xref to X12



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Heading N9 Segment: Add 6 new N9 rows between the "PID M Stand-alone Offer Indicator" and "N1 M Transportation Service Provider" rows as follows:

- PID M Stand-alone Offer Indicator
- N9 C Business Day Indicator
- N9 C Recall Notification Period Indicator – Timely
- N9 C Recall Notification Period Indicator – Early Evening
- N9 C Recall Notification Period Indicator – Evening
- N9 C Recall Notification Period Indicator – Intraday 1
- N9 C Recall Notification Period Indicator – Intraday 2
- N1 M Transportation Service Provider

Skip a blank row between the PID Stand-alone Offer Indicator row and the first N9 row and again between the last N9 row and the N1 Transportation Service Provider row as illustrated above.

X12 Mapping

Heading N9 Segment (position 290): mark segment as "used".
Add segment note "For NAESB WGQ, this segment is conditional."

N901: mark as "must use".
mark code value 40 as "used", add element note "Business Day Indicator";
mark code value 41 as "used", add element note "Recall Notification Period Indicator – Timely";
mark code value 42 as "used", add element note "Recall Notification Period Indicator – Early Evening";
mark code value 43 as "used", add element note "Recall Notification Period Indicator – Evening";
mark code value 44 as "used", add element note "Recall Notification Period Indicator – Intraday 1";
mark code value 45 as "used", add element note "Recall Notification Period Indicator – Intraday 2"

N902: mark as "must use".
Add element note "Business Day Indicator, Recall Notification Period Indicator – Timely, Recall Notification Period Indicator – Early Evening, Recall Notification Period Indicator – Evening, Recall Notification Period Indicator – Intraday 1, Recall Notification Period Indicator – Intraday 2"

Add code values "Y Yes" and "N No"

4. SUPPORTING DOCUMENTATION

a. Description of Request:

b. Description of Recommendation:

Business Practices Subcommittee

See the Business Process Subcommittee (BPS) meeting minutes, attachments, and transcripts for the supporting documentation, discussion, and voting records for the following dates:



RECOMMENDATION TO NAESB WGQ EXECUTIVE COMMITTEE

**Requester: KeySpan Request No.: R02002 and
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- April 3, 2002
- April 10-11, 2002
- April 24, 2002
- April 30, 2002
- May 10, 2002
- May 16-17, 2002
- May 22, 2002
- May 30, 2002

BPS passed the following instructions to the Information Requirements Subcommittee:

Proposed Instruction to IR 1

Instruct Information Requirements to accommodate, in the capacity release offer process, the selection of all recall notification periods and an indication of Business Day recall notification restrictions.

Proposed Instruction to IR 2

Instruct Information Requirements to accommodate the business conditional sending of an Internet E-mail address by Replacement Shippers for the use in capacity release recall notification.

Proposed Instruction to IR 3

BPS instructs the Information Requirements Subcommittee to accommodate the sending of a Reduction Reason Code in the confirmation and/or scheduling process(es) indicating when a quantity is reduced as a result of recalled capacity.

Information Requirements Subcommittee

See the Information Requirements Subcommittee meeting minutes and attachments for the supporting documentation and discussion for the following dates:

June 11-12, 2002

- **Motion:**
Adopt the following changes to the indicated Flowing Gas and Capacity Release Data Dictionaries, Code Values Dictionaries and Sample Paper Transactions:
(Note: for the details of the motion, see the meeting minutes of June 11-12, 2002 or Section 3 above.)

• **Balanced Vote Results:**

Vote				Balanced	Balanced	Balanced
	For	Against	Total	For	Against	Total
End Users	1	0	1	1.00	0.00	1
LDCs	0	0	0	0.00	0.00	0
Pipelines	8	0	8	2.00	0.00	2



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Producers	0	0	0	0.00	0.00	0
Services	1	0	1	1.00	0.00	1
	10	0	10	4.00	0.00	4

Technical Subcommittee

See the Technical Subcommittee meeting minutes for July 8, 2002.

Vote	Vote			Balanced		
	For	Against	Total	For	Against	Total
End Users	0	0	0	0.00	0.00	0
LDCs	0	0	0	0.00	0.00	0
Pipelines	5	0	8	2.00	0.00	2
Producers	0	0	0	0.00	0.00	0
Services	0	0	0	0.00	0.00	0
	5	0	5	2.00	0.00	2

c. Business Purpose:

d. Commentary/Rationale of Subcommittee(s)/Task Force(s):



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Attachment – Sample Paper Transactions**

**Requester: KeySpan Request No.: R02002 and
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- Offer Download (5.4.1)

SAMPLE PAPER TRANSACTION

**ABC PIPELINE
Notification of Firm Capacity Release Offer**

[Header]

Transportation Service Provider: ABC Pipeline (808-34-4672)
 Posted: May 15, 2001 @11:40 AM
 Offer No. OFF00001
 Expected Award Date and Time: May 15, 2001 @ 2:00PM
 Prearranged Deal No

Releaser: Big City LDC (108-82-2132)
 Releaser Contact Name: Mark Robinson
 Releaser Contact Phone: (583) 693-0998
 Releaser Contact Facsimile: (583) 693-5541

[Detail]

Terms of Release

Rate Schedule: FTS Contract Number: K1234
 Release Period: May 16,2001 to March 31,2002
 Recallable: Yes Reputable: No *Recall with 24 hours notice*
Recall Notification Period(s): Timely
Business Day Indicator: Yes
 Biddable: Yes Bid Period: May 15, 2001 @ 12:00PM - May 15, 2001 @ 1:00PM
 Permanent Release: No Stand Alone Release: Yes
 Shorter Term: No Minimum Number of Days:
 Contingent: No Bid Evaluation Method: Highest Rate
 Lesser Quantity: No Tie Break Method: Pro Rata
 Previously Released: No

Rates

Reservation Basis: Per Month Denomination: Dollar
 Discounts Applicable: No
 Surcharge Indicator: Rates include all surcharges

Rate Type	Min Acceptable
Reservation	\$0.65

Offer Quantity: 3,500



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Attachment – Sample Paper Transactions

Requester: KeySpan Request No.: R02002 and
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[Sub-Detail]

Receipt Locations

ABC Johnson Ditch
ABC Pitt Creek

Maximum Qty

3,000
3,000

Minimum Qty

500
500

Delivery Locations

Big City LDC

Maximum Qty

3,500

Minimum Qty

3,500



**RECOMMENDATION TO NAESB WGQ EXECUTIVE COMMITTEE
Attachment – Sample Paper Transactions**

**Requester: KeySpan Request No.: R02002 and
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- Award Download (5.4.3)

SAMPLE PAPER TRANSACTION

ABC PIPELINE

Notification of Firm Capacity Release Award

Transportation Service Provider: ABC Pipeline (808-34-4672)
 Posted: May 15, 2001 @2:00 PM
 Offer No. OFF00001 Rate Schedule: FTS
 Bid No. BID00001
 Award No. AWD00001
 Awarded May 15, 2001 @ 1:48 PM
 Releaser: Big City LDC (108-82-2132)
 Replacement Shipper: Independent Power Company (006 -93-3672)

Terms of Award

Release Period: May 16, 2001 to March 31, 2002
 Recallable: Yes Reputtable: No ~~Recall with 24 hours notice~~
Recall Notification Period(s): Timely
Business Day Indicator: Yes
 Re-releasable: Yes Permanent Release: No
 Prearranged Deal: No Previous Release: No
 Basis: Reservation Denomination: Dollar

Rate Type	Award Rate	Tariff Maximum Rate
Reservation	\$0.675	\$0.750

Surcharge Indicator

Rates include all surcharges

Award Quantity - Contract: 3,500

Receipt Locations	Award Qty
ABC Johnson Ditch	1,500
ABC Pitt Creek	2,000

Delivery Locations	Award Qty
Big City LDC	3,500



**RECOMMENDATION TO NAESB WGQ EXECUTIVE COMMITTEE
Attachment – Sample Paper Transactions**

**Requester: KeySpan Request No.: R02002 and
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- Replacement Capacity (5.4.4)

SAMPLE PAPER TRANSACTION

**US PIPELINE LLP
Notification of Replacement Capacity Available**

Transportation Service Provider: US Pipeline LLP (121-34-4672)
Posted: May 15, 1996 @1:30 PM

Terms of the Replacement Capacity Availability

Availability Period: June 1, 1996 to June 30, 1996
Recallable: Yes ~~Recallable with 24 hours notice~~
Recall Notification Period(s): Timely
Business Day Indicator: Yes

Replacement Quantity: 10,000

Replacement Capacity Locations

Receipt Locations	Quantity	Production Area
--		
Delivery Locations	Quantity	Production Area
US Sunny City	10,000	Yes
US SCP&L	10,000	Yes



RECOMMENDATION TO NAESB WGQ EXECUTIVE COMMITTEE
Attachment – Sample Paper Transactions

Requester: KeySpan Request No.: R02002 and
2002 Annual Plan Item 10 - Order 587 -N

- Offer Upload (5.4.7)

OFFER UPLOAD
(for Prearranged Deal)

Transportation Service Provider : ABC Pipeline (808-34-4672)

Send Response to: Gas Management Software Company (708 -31-1005)

Releaser:	Big City LDC	Bidder:	Independent Power Co.
Code:	108-82-2132	Code:	006-93-3672
Contact:	Barbara Fox	Contact:	
Phone:	(583) 693-4679	Phone:	()
Fax:	(583) 693-5542	Fax:	()

Terms of Release:

Offer Tracking Identifier:	OFFTRK001		
Contract:	KR55	Rate Schedule:	FTS
Prearranged Deal:	Yes		
Max Offer Quantity - Contract:	3,500		
Release Period:	March 1, 1996 - March 31, 1996		
Recallable:	Yes		<i>Recall with 24 hours notice</i>
<u>Recall Notification Period(s):</u>	<u>Timely</u>		
<u>Business Day Indicator:</u>	<u>Yes</u>		

Reputtable:	No		
Biddable:	No	Bid Period:	N/A
Permanent Release:	No	Stand-alone:	Yes
Measurement Basis:	MMBtu		

Rates:

Acceptable Bidding Basis:	Dollars
Rate Type:	Reservation
Rate Identification:	Reservation
Reservation Rate Basis:	Per Month
Surcharge Indicator:	Rates include all surcharges

Bid Information:

Bidding Basis:	Dollars
Bid Quantity - Contract:	3,500
Rate Bid:	7,133

Released Locations:

Maximum	Minimum	Bid
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RECOMMENDATION TO NAESB WGQ EXECUTIVE COMMITTEE
Attachment – Sample Paper Transactions

Requester: KeySpan Request No.: R02002 and
2002 Annual Plan Item 10 - Order 587 -N

<u>Receipt Name & Code</u>	<u>Offer Qty</u>	<u>Offer Qty</u>	<u>Quantity</u>
ABC Johnson Ditch (887123456)	1000	0	1000
ABC Pitt Creek (801774639)	2500	0	2500
	Maximum	Minimum	Bid
<u>Delivery Name & Code</u>	<u>Offer Qty</u>	<u>Offer Qty</u>	<u>Quantity</u>
Big City LDC (273123456)	3500	0	3500



RECOMMENDATION TO NAESB WGQ EXECUTIVE COMMITTEE
Attachment – Sample Paper Transactions

Requester: KeySpan Request No.: R02002 and
2002 Annual Plan Item 10 - Order 587 -N

- Offer Upload Notification (5.4.9)

SAMPLE PAPER TRANSACTION

Continuing with the example, Gas Management Software Company knows that ABC Pipeline’s business practices require Independent Power Company to confirm the deal. Gas Management Software Company sends an Offer Upload Notification to Independent Power Company.

All necessary capacity release information must be sent to Independent Power Company. This will allow them to check the accuracy of the data.

The following paper sample and EDI sample illustrate the above scenario.

Transportation Service Provider: ABC Pipeline (808-34-4672)

Releaser:	Big City LDC	Bidder:	Independent Power Co.
Code:	108-82-2132	Code:	006-93-3672
Contact:	Barbara Fox	Contact:	
Phone:	(583) 693-4679	Phone:	()
Fax:	(583) 693-5542	Fax:	()

Return Addressee: Gas Management Software Co.
Code: 708-31-1005
Contact:
Phone:

Terms of Release:

Offer No:	OFF001	Bid No:	BID001
Offer Tracking Identifier:	OFFTRK001		
Contract:	KR55	Rate Schedule:	FTS
Max Offer Quantity - Contract:	3,500		
Release Period:	March 1, 1996 - March 31, 1996		
Recallable:	Yes	Recall with 24 hours notice	
<u>Recall Notification Period(s):</u>	<u>Timely</u>		
<u>Business Day Indicator:</u>	<u>Yes</u>		

Reputtable:	No		
Biddable:	No	Bid Period:	N/A
Permanent Release:	No	Stand-alone:	Yes
Re-releasable:	Yes		
Measurement Basis:	MMBtu		

Rates:

Rate Type: Reservation



RECOMMENDATION TO NAESB WGQ EXECUTIVE COMMITTEE
Attachment – Sample Paper Transactions

Requester: KeySpan Request No.: R02002 and
2002 Annual Plan Item 10 - Order 587 -N

Rate Identification: Reservation
 Reservation Rate Basis: Per Month
 Surcharge Indicator: Rates include all surcharges

Bid Information:

Bidding Basis: Dollars
 Bid Quantity - Contract: 3,500
 Rate Bid: 7,133

Released Locations:

Bid	Maximum	Minimum	
<u>Receipt Name & Code</u>	<u>Offer Qty</u>	<u>Offer Qty</u>	<u>Quantity</u>
ABC Johnson Ditch (887123456)	1000	0	1000
ABC Pitt Creek (801774639)	2500	0	2500
	Maximum	Minimum	Bid
<u>Delivery Name & Code</u>	<u>Offer Qty</u>	<u>Offer Qty</u>	<u>Quantity</u>
Big City LDC (273123456)	3500	0	3500

comments from AIG Trading.txt

To Whom It May Concern:

AIG Energy Trading welcomes the recommendation put forth by Keyspan Energy. We believe that this will increase competition in the natural gas industry by allowing more capacity to be offered for release as an alternative to pipeline capacity. It will allow for greater flexibility for firm capacity holders and encourage capacity release.

Sincerely,

Carl Peterson
Vice President
AIG Energy Trading Inc.

**Comments on Recommendation to NAESB WGQ Executive Committee
Order No. 587-N and Request No. R02002
Submitted by Duke Energy Gas Transmission and
Maritimes & Northeast Pipeline, L.L.C.**

Algonquin Gas Transmission Company, Algonquin LNG, Inc., East Tennessee Natural Gas Company, Egan Hub Partners, L.P. and Texas Eastern Transmission, LP (collectively referred to as “Duke Energy Gas Transmission” or “the DEGT companies”) and Maritimes & Northeast Pipeline, L.L.C. (“Maritimes”) welcome the opportunity to submit the following comments on the proposed standards for the recall of released capacity on a partial day basis that were developed by NAESB in response to the Commission’s Order No. 587-N and Request No. R02002 submitted by KeySpan Energy.

Representatives of the DEGT companies and Maritimes actively participated in the Business Practices and Information Requirements Subcommittee meetings in which the body of standards was developed. The body of standards to be considered by the Executive Committee during its August 22, 2002 meeting reflects the significant compromises made by all parties involved in the process to evaluate the Commission’s directives and develop business practices standards. This process began shortly after the issuance of Order No. 637 on February 9, 2000, and took on new life after FERC issued Order No. 587-N on March 11, 2002.

DEGT and Maritimes believe that the standards that are the subject of the captioned Request for Comments represent a fair and balanced approach to the implementation of the Commission’s requirement that Releasing Shippers be permitted to recall scheduled capacity at any of the four nomination opportunities. Therefore, DEGT and Maritimes urge the Executive Committee to adopt the standards as a complete package.

August 15, 2002



Comments on Recommendation to NAESB WGQ Executive Committee
Request No. : R02002 - Order 587-N

In order to help further clarify the actual timing requirements as to the day for recall notifications, Dynergy suggests the following redline edits to the recall notification periods in Proposed Standard 5.3.z1. This not only clarifies the actual intent of the standard, but it is also consistent with the proposed deleted Standard 5.3.6 that it replaces in which both the time and the “nomination day” are identified as part of the standard.

5.3.z1 Proposed Standard

All Transportation Service Providers (TSPs) should support the following recall notification periods for all released capacity subject to recall rights:

(i) Timely Recall Notification:

(a) A Releasing Shipper recalling capacity should provide notice of such recall to the TSP and the first Replacement Shipper no later than 8:00 a.m. on the day that Timely Nominations are due;

(b) The TSP should provide notification of such recall to all affected Replacement Shippers no later than 9:00 a.m. on the day that Timely Nominations are due (Central Clock Time);

(ii) Early Evening Recall Notification:

(a) A Releasing Shipper recalling capacity should provide notice of such recall to the TSP and the first Replacement Shipper no later than 3:00 p.m. on the day that Evening Nominations are due;

(b) The TSP should provide notification of such recall to all affected Replacement Shippers no later than 4:00 p.m. on the day that Evening Nominations are due (Central Clock Time);

(iii) Evening Recall Notification:

(a) A Releasing Shipper recalling capacity should provide notice of such recall to the TSP and the first Replacement Shipper no later than 5:00 p.m. on the day that Evening Nominations are due;

(b) The TSP should provide notification of such recall to all affected Replacement Shippers no later than 6:00 p.m. on the day that Evening Nominations are due (Central Clock Time);

(iv) Intraday 1 Recall Notification:

(a) A Releasing Shipper recalling capacity should provide notice of such recall to the TSP and the first Replacement Shipper no later than 7:00 a.m. on the day that Intraday 1 Nominations are due;

(b) The TSP should provide notification of such recall to all affected Replacement Shippers no later than 8:00 a.m. on the day that Intraday 1 Nominations are due (Central Clock Time); and

(v) Intraday 2 Recall Notification:

(a) A Releasing Shipper recalling capacity should provide notice of such recall to the TSP and the first Replacement Shipper no later than 2:30 p.m. on the day that Intraday 2 Nominations are due;

(b) The TSP should provide notification of such recall to all affected Replacement Shippers no later than 3:30 p.m. on the day that Intraday 2 Nominations are due (Central Clock Time).

TO: NAESB WGQ Executive Committee

From: ETS Pipelines (Florida Gas Transmission, Transwestern Pipeline, Northern Border Pipeline, Midwestern Gas Transmission)

RE: Response to Request for Comments on R02002 and 2002 Annual Plan Item 10 - Order 587-N

Date: August 15, 2002

The ETS pipelines appreciate the work of the NAESB WGQ subcommittees in developing the standards for capacity release recall and replacement shipper notification. ETS supports all of the proposed standards; with the exception of the Business Day recall notification restriction as Proposed Modifications to Standards 5.3.41, 5.3.42 and the Early Evening Recall Notification in Proposed Standard 5.3.z1.

ETS agrees with the removal of the Business Day option from 5.3.2. This allows replacement shippers the opportunity to find alternate capacity on the weekend and is consistent with the Proposed Standard 5.3.z1 for notification of recalls. In addition, this will allow releasing and replacement shippers to structure recall rights to match their needs.

However, we disagree with the inclusion of a validation for the Business Day recall notification restriction. By removing the Business Day option from non-biddable releases in Standard 5.3.2 the releasing shipper and replacement shipper are free to negotiate terms within the offer that are amenable to both parties. But, by adding this validation as an option confusion could occur if the terms within the offer contradicted the Business Day validation. For example, if the releasing shipper and replacement shipper choose the Business Day recall notification restriction and then agree that once a month a recall could occur on Sunday, the terms of the agreement could not be met because recalls would never be allowed to occur on a weekend. Shippers would not be able to tailor a recall provision that might be required by their particular circumstances, such as, a release which is recallable at releaser's option as needed on peak days which are not restricted to Monday through Friday.

Thus, by eliminating the Business Day modification to Standards 5.3.41 and 5.3.42, the releasing shipper and replacement shipper can determine what optionality is important to their capacity release arrangement. Further, the potential confusion resulting from contradictory conditions between the actual release and the validation will be minimized.

In addition, from the pipeline's perspective, it should not be a pipeline responsibility to monitor or to validate the terms of a release. That should be up to the releasing and replacement shippers. The pipelines have agreed that when they receive notice of a recall from the releasing shipper that they will send the recall notification to the replacement shipper(s) within one hour. The pipeline should not bear the liability of administering recalls beyond the notifications, especially because the triggers for a recall may not be within the knowledge of the pipeline. For example, recall triggers have been set on weather conditions, requirements of customers of the releasing shipper and unspecified conditions referenced as "per our discussion/conversation." The Commission made it clear in Order No. 587-N issued in *Standards for Business Practices of Interstate Natural Gas Pipelines*, FERC Stats and Regs ¶31,126 at 30106, paragraph 61 (2002), it stated, "The Commission has revised its proposed regulation to make clear that pipelines need only provide releasing shippers with the opportunity to include partial day recalls as a condition in capacity release offers. Whether a partial day recall applies to a capacity release will depend upon the terms of the agreement between the releasing and replacement shipper."

In addition, ETS does not agree with the addition of the Early Evening Recall Notification. Proposed Standard 5.3.z1 addresses the recall notification periods for all released capacity. The timeline expressed in the standard determines when the last opportunity for a recall is present prior to each nomination cycle. Recalls can happen any time prior to the deadline and the pipeline is obligated to notify the replacement shipper within one hour of being notified by the releasing shipper of a recall. If the releasing and replacement shipper have specific situations in which they choose to agree on a notification of a recall it should be included as a term of the release agreement. Thereby release and recall can be effectuated prior to any of the nomination cycle deadlines.

Comments Regarding Proposed Standards For R02002 And 2002 Annual Plan Item 10 – Order 587-N (Intraday Recalls)

Natural Gas Pipeline Co. of America (NGPL) and the other Kinder Morgan pipelines support the concepts embodied in these proposed standards, but oppose the implementation as defined in the standards and data dictionaries. The following discussion specifically outlines the elements that we oppose and explains why we oppose them.

Proposed/ Modified Standards

5.3.21 All Transportation Service Providers (TSPs) should support the following periods for released capacity subject to recall rights.....

- (ii) Early Evening Recall Notification

Rationale for Opposing

This notification period is not needed since unlike the other deadlines which are tied specifically to a nomination cycle, no contractual or nomination rights are actually modified until the Evening Nomination Cycle. The only attributed benefit espoused by the proponents of this notification period is that the earlier notification provides the Replacement Shipper more time to react to the loss of capacity and could potentially mean that the capacity is more valuable. But why select this time of 3:00 p.m. for a deadline? Through the Recall/Reput Terms, the Releasing Shipper could specify some other time such as 12:00 noon the day before gas flow as an “Early Evening” deadline for providing notice to the Transportation Service Provider and Replacement Shipper. Whether the deadline is 3:00 p.m. or 12:00 noon the contractual and nomination result set is the same as it would be with an “Evening” notification. Therefore, we recommend that this notification period be deleted from proposed standard 5.3.21 in order to simplify the notification process and timeline.

Proposed Standards

5.3.27 A Transportation Service Provider should support the ability for the Releasing Shipper to specify, as a condition of a capacity release offer, which recall notification period(s), as provided in NAESB WGQ Standard No. [5.3.21] will be available for use by the parties.

5.3.28 A Transportation Service Provider should support the ability to specify, as a condition of release, whether the Releasing Shipper’s recall notification must be provided exclusively on a Business Day.

Changes to Standards 5.3.41 and 5.3.42

Associated changes to Data Dictionary Standards 5.4.1, 5.4.4, 5.4.7, 5.4.3, 5.4.9, and associated code value changes.

Rationale for Opposing

Again, since the Releasing Shipper can specify any recall time and conditions in the Recall/Reput Terms, this break out of information is not needed and can be confusing to Releasing and Replacement Shippers. For example: assume (1) that a Releasing Shipper is willing to notify the pipeline and the Replacement Shipper of a recall by 10:00 a.m. on Monday through Friday; and (2) that the term of the release is for the month of November.

After much thought, the following seems to be the correct way to submit the release so that the Recall/Reput Terms of a 10:00 a.m. recall notification as described above and the selection of appropriate Recall Notification Period Indicator(s) and Business Day Indicator (“recall indicators”) are consistent. The Recall Notification Period Indicator(s) selected should be Intraday 2 only, or all notification period indicators since, even though the notice could be provided before 10:00 a.m. on any Monday through Friday for some subsequent gas day, the latest a recall could be issued for a specific gas day is 10:00 a.m. the day of flow. The Business Day Indicator has to be set to “N” since based on the Recall/Reput Terms, the capacity recall notice could be given by 10:00 a.m. on Thanksgiving. To us, it seems much simpler and the same business results are obtained by just entering the recall notification information in the Recall/Reput Terms without confusing the issue with trying to select the appropriate indicators.

Additionally, by removing the indicators, the potential problem with inconsistency between the Recall/Reput Terms and “recall indicators” is eliminated. Given the assumptions stated above and if the releasing shipper selected all Recall Notification Period Indicators, but Intraday 2 and selected “yes” for the Business Day Indicator, the Recall/Reput Terms would be inconsistent with the values selected for the Recall Notification Period Indicators and the Business Day Indicator. Which would be correct and rule if a dispute were to arise? To avoid this possible confusion while still providing the Releasing Shipper the option of recalling before each nomination cycle, we recommend deleting these proposed standards and code values from the recommendation.

NGPL and the other Kinder Morgan pipelines respectively submit these comments for consideration by the Executive Committee in a spirit of simplification of the Intraday Recall process.

comments from PECO.txt
Subj: RE: NAESB WGQ Request for Comments
Date: 8/13/2002 7: 55: 38 AM Central Daylight Time
From: reed.horting@peco-energy.com
To: GISB1@aol.com
Sent from the Internet (Details)

The proposed Standards appear fine to PECO, we have no suggested modifications.

**NORTH AMERICAN ENERGY STANDARDS BOARD
EXECUTIVE COMMITTEE MEETING MATERIALS
AGUST 22-23, 2002**

**Executive Committee August 22, 2002 Meeting
WGQ Notational Ballot**

Vote	Recommendation
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<input type="checkbox"/>	R02002
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Executive Committee Member's Signature:

Date:

***Please return this ballot to the NAESB Office (713) 356-0067
by End of Business August 21, 2002
if you are unable to attend the meeting.***

**NORTH AMERICAN ENERGY STANDARDS BOARD EXECUTIVE COMMITTEE
MEETING - WHOLESALE GAS & RETAIL ELECTRIC QUADRANTS
Meeting Materials
August 22, 2002**

6. Subcommittee Reports -- 2002 WGQ Annual Plan

The subcommittee chairs will review the progress towards the 2002 WGQ Annual Plan. The plan is attached. Updates will be provided from:

- Contracts Subcommittee - Cary Metz and Rae McQuade
- EDM Subcommittee - Dick Brooks, Leigh Spangler, Carl Caldwell
- Business Practices Subcommittee - Kim Van Pelt, Greg Lander, Tina Patton, Producer Vacancy, Mike Novak
- Information Requirements Subcommittee - Dale Davis, Pete Whatley, Suzanne Calcagno
- Technical Subcommittee and ANSI Subcommittee - Kim Van Pelt
- Publication Process Review Task Force
- Meeting Coordination Task Force

North American Energy Standards Board

1100 Louisiana, Suite 3625, Houston, Texas 77002
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 Home Page: www.naesb.org

NORTH AMERICAN ENERGY STANDARDS BOARD 2002 ANNUAL PLAN - WHOLESALE GAS QUADRANT

Item Description	Completion ¹	Assignment
Contracts		
1 Complete the development of the contract for purchases and sales of natural gas. Status: Complete with the exception of credit annex.	1 st Qtr	Contracts Subcommittee
2 Develop the Mexican Addendum to the base contract for purchase and sales of natural gas.	3 rd Qtr	Contracts Subcommittee
3 Build an electronic contract for the base contract for purchase and sales of natural gas.	4 th Qtr	Contracts Subcommittee
9 Modify the Funds Transfer Agreement as necessary after several years of use. Status: In Progress.	2 nd Qtr	Contracts Subcommittee
Electronic Delivery Mechanisms and Related Activities		
4 Complete technical implementation of Sandia recommendations. Status: Complete.	1 st Qtr	EDM Subcommittee
5 Explore additional possibilities for partnership with the Department of Energy similar to that of the Sandia report. Status: Discussion underway.	3 rd Qtr	EC Officers
6 Review and enhance security standards as required by technological changes. Status: Complete with the completion of item no. 4 but additional work may be required as an outcome of item no. 5.	2 nd Qtr	EDM Subcommittee
7 Develop XML technical implementation for base contract and for scheduling documents necessary to complete the pilot program. Status: Subcommittee work suspended.	4 th Qtr	XML Subcommittee
Standards Implementation		
8 Continue the implementation of FERC Order No. 637 standards as specified in the Order 637 work plan defined by the Order 637 GISB Action Subcommittee. Status: Ratification in progress.	3 rd Qtr	Assigned by the EC
10 Develop standards as necessary to implement the FERC order as a result of Docket No. RM96-1-019 (Partial Day Recalls).	4 th Qtr	Assigned by the EC

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.

North American Energy Standards Board

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Item Description	Completion ²	Assignment
Provisional Activities³		
Examine report and determine if an "energy day" standard is needed, including assessment of changes to existing GISB standards.		
Determine if a standard transportation services agreement is needed and if so, develop it.		
Determine if a model financial hedging agreement is feasible and if so develop a model financial hedging agreement.		
Develop standards as necessary to implement the FERC order as a result of Docket No. RM01-10-000 (Affiliate Order).		
Program of Standards Maintenance & Fully Staffed Standards Work⁴		
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 2001 Annual Plan.
- (b) Any new activity should be preceded by a request from the submitter after which it will be revisited. The provisional items would only be addressed after a request is submitted or an order is issued by the FERC.

² 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.

³ To the extent that it is determined that any of the provisional activities should be worked upon during the year, the Board has the discretion to modify the annual plan.

⁴ This work is considered routine maintenance and thus the items are not separately numbered.

North American Energy Standards Board Proposed Meeting Coordination Guidelines

(Last Reviewed & Modified 7/22/02)

A. - General Considerations for All Meetings and Conference Calls

A.1 - Every effort should be made to schedule meetings and conference calls so as not to overlap with other meetings or conference calls.

A.2 - Chairs planning meetings and conference calls should check the calendar on the NAESB website and also contact the NAESB office to determine if another meeting or conference call is planned for the same time.

A.3 - The Chairs of the NAESB EC may convene a conference call of all committee and sub-committee chairs to coordinate the timing of upcoming meetings, as necessary.

A.4 - On the NAESB Calendar, scheduled times for conference calls should be Central Clock Time (Houston). Meeting times for face to face meetings should be Central Clock Time on the NAESB Calendar and should reference both Central Clock Time and local clock time on the agenda.

A.5 - When scheduling multiple meetings or calls on the same day, be sure to leave a buffer of time between the meetings.

A.6 – Meeting Calendars posted on the NAESB website should include, at a minimum, the current month plus two months into the future. In addition, to the extent that dates for additional meetings are known, a listing of those dates should be posted.

B. - General Considerations for Face to Face Meetings:

B.1 - Attempt to avoid scheduling meetings on Monday mornings or Friday afternoons, so as to avoid the necessity of travel on non-work days.

B.2 – Attempt to avoid scheduling two meetings in two different cities during the same week, unless the meetings are unrelated

B.3 - Consider having teleconference, videoconference or webcast capability, unless attendance in person is important to the success of the meeting and considering the available technology at the host facility.

B.4 - The start and end times of the first and last day of multiple day meetings should be determined taking into consideration whether the majority of the participants will be able to travel to the meeting the same day or whether prior/post day travel will be required.

B.5 – In general, the location of meetings should reflect the needs of the participants, taking into account geographic fairness in the location of the city where the meeting will be held, cost of the participant's attendance at the proposed meeting location, access to the meeting city by air and train, and access to the meeting location within the city by economical public transportation and/or shuttles. The participants may alter these general guidelines to meet their specific needs or reflect the consensus of the participants.

C. - Areas for Investigation and Potential Implementation

C.1 - Consider having the calendar on the NAESB website made interactive to allow Chairs to schedule meetings directly on the website.

**NORTH AMERICAN ENERGY STANDARDS BOARD EXECUTIVE COMMITTEE
MEETING - WHOLESALE GAS & RETAIL ELECTRIC QUADRANTS
Meeting Materials
August 22, 2002**

7. REQ Annual Plan

The REQ leadership will review the progress towards the 2002-2003 REQ Annual Plan. The plan is attached. Updates will be provided from:

- Technical Electronic Implementation Subcommittee
- Supplier Utility Interface Subcommittee
- Customer Procedures Subcommittee
- Publication Process Review Task Force
- Meeting Coordination Task Force

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NORTH AMERICAN ENERGY STANDARDS BOARD 2002-2003 ANNUAL PLAN – RETAIL ELECTRIC QUADRANT¹

Item Number & Description	Completion ²	Assignment
Retail Access Uniform Business Practices (UBP)³		
1 Billing & Payments <i>Develop practices for billing customers and remitting payments to parties providing services to the customer.</i>	1 st Qtr 2003	Customer Processes Subcommittee
2 Creditworthiness Standards <i>Develop practices for extending commercial credit by Distributors to Suppliers to cover financial risk.</i>	1 st Qtr 2003	Supplier-Utility Interface Subcommittee
3 Customer Enrollment & Switching <i>Develop practices for market participants to process customer switch requests, for maintaining current customer account information regarding a customer's Supplier, and for notifying affected parties.</i>	2 nd Qtr 2003	Customer Processes Subcommittee
4 Supplier Licensing <i>Develop practices for licensing Suppliers with state utility commissions.</i>	2 nd Qtr 2003	Supplier-Utility Interface Subcommittee
5 Retail Meter Data Validation, Editing & Estimating <i>Develop procedures for insuring the integrity and validity of retail customer metering data that is needed by utilities and suppliers for billing, load profiling, settlement, etc. Issues related to unbundled or competitive metering are not to be considered.</i>	3 rd Qtr 2003	Supplier-Utility Interface Subcommittee

² 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.

³ A "Glossary" exists from the November 2000 UBPs document that should be maintained and updated as a common glossary for all items under this sub-heading as the sub-committees address the UBPs items in this section of the Plan.

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NORTH AMERICAN ENERGY STANDARDS BOARD 2002-2003 ANNUAL PLAN – RETAIL ELECTRIC QUADRANT¹

Item Number & Description	Completion ²	Assignment
6 Customer Information <i>Develop practices for the release, collection, exchange & maintenance of customer information between Distributors and Suppliers.</i>	3 rd Qtr 2003	Customer Processes Subcommittee
7 Load Profiling <i>Develop practices for using statistical methods to estimate interval consumption by customers who do not have interval meters.</i>	3 rd Qtr 2003	Supplier-Utility Interface Subcommittee
8 Customer Inquiries <i>Develop procedures for responding to customer inquiries directed to Distributors and/or Suppliers and for notification of the other party.</i>	4 th Qtr 2003	Customer Processes Subcommittee
9 Market Participant Interactions <i>Develop supplier registration processes for Distributors and protocols for communications and interactions between Distributors and Suppliers.</i>	4 th Qtr 2003	Supplier-Utility Interface Subcommittee
10 Utility - Supplier Disputes <i>Develop dispute resolution procedures applicable to differences between Distributors and Suppliers.</i>	4 th Qtr 2003	Supplier-Utility Interface Subcommittee
11 Settlement Process <i>Reconcile energy schedules and energy delivered by suppliers within a given market. Note: will need to be coordinated with the WEQ.</i>	1 st Qtr 2004	Supplier-Utility Interface Subcommittee

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NORTH AMERICAN ENERGY STANDARDS BOARD 2002-2003 ANNUAL PLAN – RETAIL ELECTRIC QUADRANT¹

Data Exchange Protocols⁴

12	Electronic Delivery Mechanisms <i>Develop electronic delivery mechanism guidelines including but not limited to: transactional data interchange, web sites, and bulletin boards.</i>	4 th Qtr 2002	Technical Electronic Implementation
13	Technical Electronic Implementation Standards – Billing & Payments	2 nd Qtr 2003	Technical Electronic Implementation
14	Technical Electronic Implementation Standards – Customer Enrollment and Switching	3 rd Qtr 2003	Technical Electronic Implementation
15	Technical Electronic Implementation Standards – Metering	4 th Qtr 2003	Technical Electronic Implementation
16	Technical Electronic Implementation Standards – Load Profiling	Qtr 2003	Technical Electronic Implementation
17	Technical Electronic Implementation Standards – Customer Information	Qtr 2003	Technical Electronic Implementation

⁴ Data exchange standards for Uniform Business Practices should be completed by the end of the quarter following the quarter in which the Executive Committee adopts the model business practices for that area of focus.

North American Energy Standards Board Proposed Meeting Coordination Guidelines

(Last Reviewed & Modified 7/22/02)

A. - General Considerations for All Meetings and Conference Calls

A.1 - Every effort should be made to schedule meetings and conference calls so as not to overlap with other meetings or conference calls.

A.2 - Chairs planning meetings and conference calls should check the calendar on the NAESB website and also contact the NAESB office to determine if another meeting or conference call is planned for the same time.

A.3 - The Chairs of the NAESB EC may convene a conference call of all committee and sub-committee chairs to coordinate the timing of upcoming meetings, as necessary.

A.4 - On the NAESB Calendar, scheduled times for conference calls should be Central Clock Time (Houston). Meeting times for face to face meetings should be Central Clock Time on the NAESB Calendar and should reference both Central Clock Time and local clock time on the agenda.

A.5 - When scheduling multiple meetings or calls on the same day, be sure to leave a buffer of time between the meetings.

A.6 – Meeting Calendars posted on the NAESB website should include, at a minimum, the current month plus two months into the future. In addition, to the extent that dates for additional meetings are known, a listing of those dates should be posted.

B. - General Considerations for Face to Face Meetings:

B.1 - Attempt to avoid scheduling meetings on Monday mornings or Friday afternoons, so as to avoid the necessity of travel on non-work days.

B.2 – Attempt to avoid scheduling two meetings in two different cities during the same week, unless the meetings are unrelated

B.3 - Consider having teleconference, videoconference or webcast capability, unless attendance in person is important to the success of the meeting and considering the available technology at the host facility.

B.4 - The start and end times of the first and last day of multiple day meetings should be determined taking into consideration whether the majority of the participants will be able to travel to the meeting the same day or whether prior/post day travel will be required.

B.5 – In general, the location of meetings should reflect the needs of the participants, taking into account geographic fairness in the location of the city where the meeting will be held, cost of the participant's attendance at the proposed meeting location, access to the meeting city by air and train, and access to the meeting location within the city by economical public transportation and/or shuttles. The participants may alter these general guidelines to meet their specific needs or reflect the consensus of the participants.

C. - Areas for Investigation and Potential Implementation

C.1 - Consider having the calendar on the NAESB website made interactive to allow Chairs to schedule meetings directly on the website.