



Please Save the Date

**January 17, 2002 and January 29, 2002  
NAESB Retail Quadrants Open Industry Meeting  
9:30 AM - 5:00 PM EDT**

Two meetings will be held in January in Washington DC, hosted by AGA, for all industry stakeholders to coordinate efforts related to the creation of the North American Energy Industry Standards Board (NAESB). The meetings will focus on structure and governance for the Retail Gas Quadrant, the Retail Electric Quadrant and the Segments of each of the two Quadrants. These efforts are aimed at organizing the two Quadrants of NAESB by March 2002.

January 17, 2002: The purpose is 1) to introduce interested participants to the bylaws of NAESB and the Retail Gas Quadrant Procedures proposed by AGA and APGA and the Retail Electric Quadrant proposed UBP-RSB; and 2) to develop consensus on Quadrant procedures.

January 29, 2002: The objective of this meeting would be to 1) work on developing Retail Gas and Retail Electric Quadrants procedures; 2) review and incorporate Segment procedures for each of the Retail Quadrants; and 3) discuss the transition process toward forming the two Retail Quadrants of NAESB.

All stakeholders and interested parties are invited to attend and/or participate. Teleconferencing capabilities will be offered to those unable to attend in person. Included in this packet is a summary of recent developments related to this endeavor, a preliminary agenda, registration form, and information on meeting logistics. Dial-in specifics, a final meeting agenda, and other meeting materials will be distributed to registrants by the close of business, January 4, 2002.

Please RSVP by January 4, 2002. Please return the attached registration form to Lucy Castaneda-Land by FAX at 202-824-7087. We hope to see you in Washington DC in January.

**Meeting Location:**

**American Gas Association  
400 N. Capitol Street, 4th Floor  
Washington DC 20001  
Phone: 202-824-7126 FAX: 202-824-7087**

## **Background on Recent Developments Leading up to this Meeting**

On December 5, 2001 the GISB Board of Directors approved bylaws for the new North American Energy Standards Board (NAESB), which will be formed on January 1, 2002. The NAESB bylaws provide for four industry branches to operate within the new organization, representing quadrants of the energy industry—wholesale gas, retail gas, wholesale electric, and retail electric. By passing this resolution, the GISB Directors expect to have both Retail Gas and Retail Electric quadrants formed by March 2002 and operating by June 2002. Thus to meet the March 2002 deadline, all stakeholders of the Retail Gas Quadrant and of the Retail Electric Quadrant will have to complete the following steps:

1. All stakeholders will complete Quadrant procedures as addendum to the NAESB bylaws, which the NAESB Board would consider for approval at its March 2002 meeting.
2. The Segments of each Quadrant (e.g. Suppliers, Distributors, End Users and Service Providers) will develop Segment procedures, to be incorporated into the Quadrant addendum.
3. Each of the Quadrants, with the NAESB office, will conduct a 30-day Membership recruitment drive.
4. Once a minimum threshold of Members is attained (that being, forty per Quadrant and five per Segment, according to the NAESB bylaws), the Segments of each Quadrant will elect their representatives to the Quadrant Executive Committee and to the NAESB Board of Directors.
5. The newly elected NAESB Board members are expected to join their counterparts from the Wholesale Gas Quadrant to approve Quadrant and Segment Procedures at the March 2002 Board meeting, or during a conference call soon after.

To meet those milestones for a Retail Gas and Retail Electric quadrant within the timeline envisioned by the GISB leadership, two open industry meetings will be held, on January 17 and January 29, 2002, in Washington DC. The meetings will allow stakeholders to begin coordinating activities for forming the two NAESB retail quadrants.

**NAESB Retail Quadrants Open Industry Meeting**  
**Washington DC - AGA Offices**  
**January 29, 2002 9:30 AM - 5:00 PM EDT**

**Proposed Preliminary Agenda**

*A conference bridge will be provided to meeting registrants who are unable to attend in person.*

Meeting Purpose: 1) Work on developing Retail Gas and Retail Electric Quadrants procedures; 2) review and incorporate Segment procedures for each of the Retail Quadrants; and 3) discuss the transition process toward forming the two Retail Quadrants of NAESB. Jim Buccigross, Vice President - Energy Industry, Group 8760 LLC, will moderate the meeting.

9:30 a.m. Registration and Continental breakfast

9:45 a.m. Welcome & Administrative Items

- Antitrust Guidelines
- Housekeeping items and participant/caller guidelines
- Brief Introductions

10:00 a.m. Brief Review of January 17, 2002 NAESB Retail Quadrants Industry Meeting

10:30 a.m. Review Retail Gas Quadrant Procedures Document (comments and revisions to the document since 1/17/02 meeting)

Noon Working lunch

12:30 p.m. Review Retail Electric Quadrant Procedures Document (comments and revisions to the document since 1/17/02 meeting)

2:00 p.m. Break out Session by Segment Stakeholders

- Discussion and Review of Segment Procedures for the Retail Gas Quadrant and for the Retail Electric Quadrant

4:00 p.m. Transition Issues and Next steps

5:00 p.m.\* Adjourn