TO: All Interested Parties  
FROM: Rae McQuade, NAESB Executive Director  
RE: Monthly Update Calls

NORTH AMERICAN ENERGY STANDARDS BOARD MONTHLY UPDATE CALL  
August 18, 2004 – 2:00 to 3:00 pm Eastern

To obtain the conference calling number, please refer to the email message that accompanied this announcement, or call the NAESB office (713-356-0060). In this conference call, we will discuss (i) the development of WEQ Version 0 Standards, (ii) the submission of several requests for standards representing high priority issues from the WEQ Seams Catalog, (iii) the market participant interaction model business practices (MBPs) and model non-disclosure agreement being developed by the Retail Quadrants, (iv) the results of the REQ/RGQ Technical Electronic Interchange Subcommittees’ (TEIS) electronic mechanism usage survey of the industry, (v) the proposed WGQ producer imbalance statement standards, and (vi) the development of web-based reporting standards for gas quality. Finally, we will preview the Annual Meeting on Sept. 14-15, 2004 (registration form attached). We hope you can join us on this one hour call.

The purpose of these one hour updates is to provide a high level overview of the NAESB activities and plans. The calls should complete within one hour and will provide attendees with a general understanding of the organization’s current activities and plans, with guidance on how to obtain additional detailed information if needed. We look forward to you or your staff attending the call. Work papers can be downloaded from the NAESB web site for this meeting and will be posted one week prior to the call. (http://www.naesb.org/monthly_update.htm).

Please feel free to call the NAESB office should you have any questions or comments. If you would like to follow up with any questions after the conference call, please feel free to contact:

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AGENDA

2:00 pm EST  1. Welcome  
• Antitrust Guidance  
• Adoption of Agenda  

2:05 pm  2. Update on WEQ Business Practices Subcommittee (BPS) Version 0 Standards  

2:15 pm  3. Submission of Requests on High Priority Seams Issues  


2:30 pm  5. Results of Technical Electronic Interchange Subcommittees’ (TEIS) Electronic Mechanism Usage Survey  

2:40 pm  6. WGQ Producer Imbalance Statement Standards  

2:45 pm  7. WGQ Gas Quality Web-Based Reporting Standards  

2:55 pm  8. Annual Meeting Preview  

3:00 pm  9. Adjourn
ANNUAL MEETING REGISTRATION FORM
SEPTEMBER 14-15, 2004


Fax registrations by credit card are welcome: Fax Number: 713-356-0067.

Registrant:

Name: __________________________________________________________________________

Name for badge: _____________________________ Spouse’s name: _______________________

Organization: ______________________________________________________________________

Title: ____________________________________________________________________________

Address: __________________________________________________________________________

________________________________________

Phone/Fax: ________________________________________________________________________

Email: _____________________________________________________________________________

Payment:

Credit Card No. _____________________________________ Exp Date: __________

_____ American Express  _____ MasterCard  _____ Visa

Amount to be charged _________________

Signature of Card Holder: _____________________________________________________________

Activities:

_____ I will be attending the reception and dinner on Tuesday night, September 14th.

_____ My spouse will be attending the reception and dinner also.

Fee Schedule:

$ 650 Early Registration Fee received by August 25, 2004

$ 850 Regular Registration Fee

$ 200 Regulatory Staff, and Federal and State Government Employees

Press attendance is complimentary. Spouse attendance is complimentary.

Accommodations: Driskill Hotel, 604 Brazos, Austin, Texas 78701. (512)-474-5911.

Hotel Room Rate: $145.00. Please state you are attending the NAESB Annual Meeting.


Cancellation Policy and Deadline: Refunds requested in writing prior to Sept. 1, 2004, will be subject to a $75 processing fee. No refunds will be granted after Sept. 1, 2004.