##### TO: NAESB WGQ Contracts Subcommittee and Interested Industry Participants

**FROM:** Elizabeth Mallett, NAESB Deputy Director

**RE:** NAESB WGQ Contracts Subcommittee Draft Meeting Agenda – Friday, May 18, 2018

**DATE:** April 27, 2018

Dear NAESB WGQ Contracts Participants,

The WGQ Contracts Subcommittee has scheduled a face-to-face meeting with web conferencing at the NAESB office on Friday, May 18, 2018 from 9:00 AM to 1:00 PM Central. During the meeting, the participants will discuss and possibly vote on R17008 per the instructions to the WGQ Contracts Subcommittee from the April 12, 2018 WGQ Business Practices Subcommittee (BPS) call. Those WGQ BPS instructions request that the WGQ Contracts Subcommittee, under Standards Request R17008, review the WGQ 6.3.3/RXQ.6.1 - NAESB Electronic Data Interchange Trading Partner Agreement (TPA), the TPA Exhibit, the Trading Partner Worksheet, and any additional related documents to accommodate the use of Extensible Markup Language (XML) and flat file. The agenda for the meeting can be found on the following page. The work papers and comments will be posted on the NAESB website ([www.naesb.org](http://www.naesb.org)) prior to the meeting. This meeting is open to all interested parties.

Participants are encouraged to read the NAESB Antitrust and Other Meetings Policies prior to the meeting. The statement can be viewed at the following link: <http://www.naesb.org/misc/antitrust_guidance.doc>.

Any work papers will be posted on the NAESB website at the following link: <http://www.naesb.org/wgq/contract.asp>.

Best Regards,

***Elizabeth Mallett, Esq.***

Deputy Director

North American Energy Standards Board

**WHOLESALE GAS QUADRANT**

**Contracts Subcommittee**

**Face-to-Face Meeting with Webcasting**

**NAESB Office**

**Friday, May 18, 2018**

**9:00 AM to 1:00 PM Central**

**DRAFT agenda**

 **1**. Welcome & Administrative Items

* Antitrust and Other Meeting Policies
* Agenda Adoption
* Adoption of Available Draft Meeting Minutes
1. Discussion and Possible Vote on R17008
	* See [Standards Request R17008](https://naesb.org/member_login_check.asp?doc=r17008.doc) and [Instructions](https://naesb.org/member_login_check.asp?doc=wgq_bps041218a2.docx) from the April 12, 2018 WGQ Business Practices Subcommittee Call
2. Other Business
3. Adjourn

Antitrust and Other Meeting Policies

Antitrust guidelines direct meeting participants to avoid discussion of topics or behavior that would result in anticompetitive 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.

Any views, opinions or positions presented or discussed by meeting participants are the views of the individual meeting participants and their organizations. Any such views, opinions or positions are not the views, positions or opinions of NAESB, the NAESB Board of Directors, or any NAESB Committee or Subcommittee, unless specifically noted otherwise.

As it is not the purpose of the meeting to discuss any antitrust topics, if anyone believes we are straying into improper areas, please let us know and we will redirect the conversation.

Participants recording any portion of a NAESB meeting or conference call are reminded that federal and state statutes mandate various disclosure and consent requirements. It is NAESB’s policy that participants comply with all applicable state and federal statutes related to the recording of conversations. As a courtesy to the meeting attendees, anyone taping a meeting should announce that they are doing so in the meeting before beginning the recording.

Participants should understand that NAESB meetings are open to any interested party, who may or may not declare themselves present when attending by phone/web cast.

Participants are advised to review the NAESB Intellectual Property Rights Policy Concerning Contributions and Comments.