



North American Energy Standards Board

1301 Fannin, Suite 2350, Houston, Texas 77002

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Home Page: www.naesb.org

August 17, 2004

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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Kim Van Pelt	713-989-7354	kvanpelt@panhandleenergy.com

AGENDA

2:00 pm EST	1.	Welcome <ul style="list-style-type: none">• Antitrust Guidance• Adoption of Agenda	James Cargas Rae McQuade
2:05 pm	2.	Update on WEQ Business Practices Subcommittee (BPS) Version 0 Standards	Joel Dison
2:15 pm	3.	Submission of Requests on High Priority Seams Issues	Steve Cobb
2:25 pm	4.	REQ & RGQ Market Participants Interaction Model Business Practices and Outline of Non-Disclosure Agmt.	Bill Newbold
2:30 pm	5.	Results of Technical Electronic Interchange Subcommittees' (TEIS) Electronic Mechanism Usage Survey	Cade Burks
2:40 pm	6.	WGQ Producer Imbalance Statement Standards	Kim Van Pelt
2:45 pm	7.	WGQ Gas Quality Web-Based Reporting Standards	Rae McQuade
2:55 pm	8.	Annual Meeting Preview	James Cargas
3:00 pm	9.	Adjourn	



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ANNUAL MEETING REGISTRATION FORM SEPTEMBER 14-15, 2004

To early register, return this form by August 25 to the NAESB Office. For meeting questions, contact Veronica Thomason, North American Energy Standards Board, 1301 Fannin, Suite 2350, Houston, Texas 77002, 713-356-0060. Checks should be made payable to the North American Energy Standards Board.

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.

Deadline for Reservations: August 25, 2004.

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.