##### September 7, 2021

**TO:** NAESB Members and Interested Industry Participants

**FROM:** NAESB Office

**RE:** Preparation of the 2022 Annual Plans: Meeting Announcements, Agendas and Call for Comments

Dear NAESB Members and Advisory Council,

We are initiating the process for the development of the 2022 Wholesale Electric Quadrant (“WEQ”), Wholesale Gas Quadrant (“WGQ”) and Retail Markets Quadrant (“RMQ”) annual plans. As you know, the annual plans will define the standards development activities that NAESB will undertake next year, and the input provided by interested parties through this process is extremely helpful for the Board of Directors as it determines the organization’s focus in 2022. Starting today, we are seeking comments and suggestions for items to be considered by the Annual Plan Subcommittees for inclusion on next year’s quadrant annual plans.

The Annual Plan Subcommittees will hold virtual meetings on September 29, 2021 to discuss and draft each of the quadrant specific annul plans. Please provide any comments and/or suggestions for the subcommittees’ consideration by *Tuesday, September 28, 2021*. Comments should be submitted to the NAESB office at [naesb@naesb.org](mailto:naesb@naesb.org).

The quadrant specific annul plans developed by the Annual Plan Subcommittees will be considered for approval by each of the Executive Committees the week of October 4th and forwarded to the NAESB Board of Directors for its consideration and finalization during the December 9, 2021 meeting. The Annual Plan Subcommittees virtual meeting schedule and information on how to participate in the virtual meetings can be found below. If you plan to attend, please RSVP to our office at your earliest convenience ([naesb@naesb.org](mailto:naesb@naesb.org)).

| **Wednesday, September 29, 2021** | **Virtual Participation Information** |
| --- | --- |
| WGQ Annual Plan Subcommittee  1:00 to 2:00 pm Central | Please contact the NAESB office. |
| WEQ Annual Plan Subcommittee  2:00 to 3:00 pm Central | Please contact the NAESB office. |
| RMQ Annual Plan Subcommittee  3:00 to 4:00 pm Central | Please contact the NAESB office. |

As background information for the development of any comments, please find below hyperlinks to the NAESB Strategic Plan 2021-2023 and the 2021 annual plans approved by the Board of Directors on September 2, 2021.

* NAESB Strategic Plan 2021-2023: <https://www.naesb.org/pdf4/bd090221a4.docx>
* 2021 WGQ Annual Plan: <https://www.naesb.org/pdf4/bd090221a3.docx>
* 2021 WEQ Annual Plan: <https://www.naesb.org/pdf4/bd090221a2.docx>
* 2021 RMQ Annual Plan: <https://www.naesb.org/pdf4/bd090221a1.docx>

The virtual meetings have been scheduled for one hour each, and the agendas for each of the meetings will be identical, except that each meeting will focus on quadrant specific annual plan development. The agendas for the meetings and comment instructions are posted on the Annual Plan Subcommittees webpage and can be found through the following hyperlink and this posted document: <https://naesb.org//annual_plan.asp>.

**Annual Plan Subcommittees Conference Calls**

**Wednesday, September 29, 2021**

**WGQ Annual Plan Subcommittee - 1:00 to 2:00 pm Central**

**WEQ Annual Plan Subcommittee - 2:00 to 3:00 pm Central**

**RMQ Annual Plan Subcommittee - 3:00 to 4:00 pm Central**

**agendaS**

1. **Administrative**

Welcome

Antitrust Guidance: [Antitrust and Other Meeting Policies Guidance](http://www.naesb.org/misc/antitrust_guidance.doc),

Adoption of Agenda

**2. Review all Quadrant Specific Comments & Draft the Proposed 2022 Quadrant Annual Plan**

* Current 2021 WGQ Annual Plan: <https://www.naesb.org/pdf4/bd090221a3.docx>
* Current 2021 RMQ Annual Plan: <https://www.naesb.org/pdf4/bd090221a1.docx>
* Current 2021 WEQ Annual Plan: <https://www.naesb.org/pdf4/bd090221a2.docx>

**3. Vote to Forward the Proposed 2022 Quadrant Annual Plan to the Executive Committee**

**4. Other & New Business**

**5. Adjourn**

**2022 Annual Plan Development Process**

**Comment Instructions**

If you wish to provide input as part of this important process, please provide the specific information requested below, and forward your comments to the NAESB office ([naesb@naesb.org](mailto:naesb@naesb.org)).

All comments are welcome, and you should feel free to share this request for comments with your colleagues regardless of their status as NAESB members.

Comments will be posted on the NAESB webpage for the Annual Plan Subcommittee as they are received (<http://www.naesb.org/annual_plan.asp>).

Submitted comments should contain the following information:

* Your contact information, so that follow up questions can be asked if necessary.
* The relevant quadrant(s) to which the proposed annual plan item or modified existing annual plan item apply
* A description of the proposed item or a rationale for changing an existing item, with a designation of whether the item is to be considered for completion in 2022 or beyond.
* A level of priority for the proposed annual plan item, including a rough estimate of how much time will be needed for the standards development.
* Whether you or your staff and colleagues are interested in participating, and if you consider yourself a subject matter expert on the proposed or existing annual plan item
* Any other comments you would like to provide.

We look forward to hearing from you soon. Should you have any questions or need additional information, do not hesitate to contact the NAESB office at (713) 356-0060 or [naesb@naesb.org](mailto:naesb@naesb.org).