July 11, 2019

**TO:** NAESB Retail Market Quadrant Executive Committee and Wholesale Electric Quadrant Executive Committee Members, Alternates and Interested Industry Participants

**FROM:** Caroline Trum, NAESB Deputy Director and Elizabeth Mallett, NAESB Deputy Director

**RE:** Retail Electric Quadrant (RMQ) and Wholesale Electric Quadrant (WEQ) Executive Committee Distributed Ledger Technology Task Forces Conference Call – July 25, 2019

Dear All,

The RMQ/WEQ Executive Committee Distributed Ledger Technology Task Force has scheduled a conference call for Thursday, July 25, 2019 from 1:30 PM – 3:00 PM Central. The task forces are charged with addressing 2019 RMQ Annual Plan Item 7 and 2019 WEQ Annual Plan Item 7.b. During the last conference call, the task forces agreed as an initial step to focus on exploring the REC processes and identifying areas or data sets that could benefit from standardization. As part of this meeting, the task forces will review any submitted work papers and continue discussions in this area.

| **NAESB RMQ and WEQ Executive Committees Distributed Ledger Technology Task Forces Conference Call – July 25, 2019** |
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| **Topic** | **Information/Requests** |
| Mission | * The RMQ and WEQ Executive Committees Distributed Ledger Technology Task Forces function solely at the pleasure of the RMQ and WEQ Executive Committees and report directly to the RMQ and WEQ Executive Committees. The task forces are charged with jointly addressing 2019 RMQ Annual Plan Item 7.a and 2019 WEQ Annual Plan Item 7.b.i by (1) reviewing the current REC processes for financial and/or sustainability accounting/reporting and (2) determining whether distributed ledger technology related business practice standards and/or protocols are needed. Through discussion during the June 7 and June 24 conference calls, the participants agreed to first explore the REC processes and identify areas or data sets that could benefit from standardization.
* Materials for the RMQ Executive Committee Distributed Ledger Technology Task Force are posted on the NAESB website on the RMQ Executive Committee webpage: [https://naesb.org//REQ/req\_ec.asp](https://naesb.org/REQ/req_ec.asp).
* Materials for the WEQ Executive Committee Distributed Ledger Technology Task Force are posted on the NAESB website on the WEQ Executive Committee webpage: [https://naesb.org//weq/weq\_ec.asp](https://naesb.org/weq/weq_ec.asp).
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| Status and Context of Work | * As approved by the NAESB Board of Directors, the 2019 RMQ and WEQ Annual Plans include items jointly assigned to the RMQ and WEQ to review the current REC processes for financial and/or sustainability accounting/reporting to determine if distributed ledger technology business practice standards and/or protocols are needed and, if so, to develop such standards and/or protocols. During the June 7 and June 24 conference calls, the participants agreed that it would first review the REC processes and consider relevant data sets.
* The leadership of the RMQ and WEQ Executive Committees has proposed the formation of RMQ and WEQ Executive Committee task forces to address 2019 RMQ Annual Plan Item 7.a and 2019 WEQ Annual Plan Item 7.b.i. The task forces will work jointly to efficiently conduct the review of the current REC processes as described by the annual plans and make a determination as to whether the processes would benefit from the development of distributed ledger technology related business practices and/or protocols.
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| Draft Agenda | 1. Administrative:
* Welcome
* Antitrust Guidance
* Adoption of Agenda
* Adoption of Meeting Notes
1. Discuss Current REC Processes and Identify Areas and/or Data Sets Potentially Benefitting from Standardization
2. Discuss Next Steps
3. Other Business
4. Adjourn
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| Pre-meeting Assignments | * Review 2019 RMQ Annual Plan Item 7.a and WEQ Annual Plan Item 7.b.i
* Review posted work papers
* Provide any additional work papers or comments to the NAESB office for posting and consideration (naesb@naesb.org)
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| Meeting & Background Reference Materials | **Meeting Materials:*** Antitrust Guidance: <http://www.naesb.org/misc/antitrust_guidance.doc>
* Meeting Work Papers: *to be provided as made available*
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| Schedule of Upcoming Meetings | * To be determined
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