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Energy
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BY EMAIL AND WEB POSTING

March 8, 2023

To: All Licensed Unit Sub-Meter Providers
All Other Interested Parties

Re: **2023 Annual Reporting and Record-keeping Requirements (RRR) - USMPs**

The Ontario Energy Board (OEB) has amended the Reporting and Record-keeping Requirements (RRR) for licensed unit sub-meter providers (USMPs). These changes will support a greater understanding of the USMP sector and will be effective for the upcoming 2023 annual filing, in line with when USMPs file fiscal 2022 data.

In a previous [letter](#), the OEB included the submission of the number of customers with accounts as part of the annual RRR in section 8.1.1(f). The OEB has amended this requirement and all licensed USMPs must now file:

- The number of residential customers with accounts as 8.1.1(f), and
- The number of commercial customers with accounts as 8.1.1(g).

The [Electricity Reporting and Record-keeping Requirements](#) Section 8.1.1 has been amended to reflect this change and Section 1.7 has been amended to reflect that this information will be treated as confidential.

The OEB has also issued an updated [RRR Filing Guide](#) for Electricity Transmitters, Electricity Retailers, Gas Marketers and Unit Sub-Meter Providers, and [User Guide](#) for Web-based RRR Data Revision Requests. Both documents now include updated screenshots of the RRR Filing Portal and guidance on using the portal.

The RRR Filing Portal is now available for USMPs to submit their annual filings. The due date has been extended to **May 1, 2023**, in recognition of the April 30 deadline falling on a weekend. This is a reminder that USMPs must submit their RRR 8.1.1 filing through the [RRR Filing Portal](#).

Publicly Traded Securities (RRR 8.1.2 & 8.1.3)

As a reminder, USMPs must also submit their Publicly Traded Securities (PTS) report in Excel format to the OEB's [Secure File Transfer Protocol \(SFTP\) server](#). All USMPs will receive an email in the coming weeks with the PTS Excel form along with filing instructions.

Any questions relating to this letter should be directed to performance_reporting@oeb.ca.

Yours truly,

Brian Hewson
Vice President, Consumer Protection & Industry Performance