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VIA E-MAIL AND POSTING

March 29, 2018

**To: All Licensed Electricity Transmitters
All Licensed Electricity Distributors**

**Re: Reporting Requirements - Protecting Privacy of Personal Information and
the Reliable Operation of the Smart Grid in Ontario
OEB File Number: EB-2016-0032**

On March 15, 2018, the OEB issued a [Notice of Amendments](#) to the Transmission System Code and the Distribution System Code, to address cyber security for electricity transmitters and distributors.

The amendments establish regulatory requirements for licensed transmitters and distributors to provide the OEB with information on the actions they are taking relative to their cyber security readiness. In the Notice, the OEB indicated that an interim (3 month) progress report is critical to ensure that all licensees have reviewed the Framework and are taking steps to assess their cyber security readiness.

Licensed transmitters and distributors are required to submit their certified interim progress report to the OEB between April 30, 2018 and **June 15, 2018**. A copy of the Interim Certification Report (Appendix A) is attached. Instructions for uploading will be furnished by April 30, 2018.

If you have questions relating to this letter, please contact Stuart Wright at stuart.wright@oeb.ca or at 416-440-7683. The OEB's toll-free number is 1-888-632-6273.

Yours truly,

Original signed by

Brian Hewson
Vice President, Consumer Protection & Industry Performance

APPENDIX – A

Cyber Security Readiness Interim Certification Report

(Confidential)



Date:

Based on the results dated (*completion date*), the signatories identified below assert the following interim certification report for the entity as of (*date*): (**check one**):

Acknowledgment of Status

Signatory(s) confirms:

In preparation for reporting the cyber security readiness compared to the [Ontario Cyber Security Framework \(Framework\)](#), the following actions have been taken:

- I have read, reviewed and understood the Framework and self-assessment steps.
- I have assigned resources to assess my current cyber security readiness.
- I have assessed my current cyber security posture against the Framework and developed a plan to address risks that exceed the company's risk tolerance.
- I am implementing a plan to improve my current cyber security readiness to address risks that exceed the company's risk tolerance.

Interim Certification Report Acknowledgement

Signature of Licensee Executive Officer

Date:

Licensee Executive Officer Name:

Title:

Licensee Name:

Notes:

- It is an offence under clause 126(1)(b) of the [Ontario Energy Board Act, 1998 \(Act\)](#) to knowingly furnish false or misleading information in any application, statement or return made under the Act.
- The certification statement must be signed by The Chief Executive Officer of the transmitter or distributor.