



RP-2004-0188

IN THE MATTER OF the *Ontario Energy Board Act, 1998*,
S.O. 1998, c.15, Schedule B;

AND IN THE MATTER OF the preparation of handbook for
electricity distribution rate applications.

PROCEDURAL ORDER NO. 4

On July 6, 2004, the Board began the process of developing a 2006 electricity distributor rate handbook to be used by distributors to prepare their 2006 rate applications. The Board has assigned file number RP-2004-0188 to this process.

On January 10, 2005, the Board issued the second draft of the rate handbook. The handbook is the product of working group consultations, and is not a policy or decision of the Board. The draft handbook can be found on the Board's website www.oeb.gov.on.ca.

All participants are invited to file written submissions with the Board on issues relating to the rate handbook. This includes issues discussed in the oral phase of the process presently underway, issues listed as alternatives in the draft handbook, and any other issues participants want to raise. All participants may respond to the submissions filed by other participants by way of a second round of written submissions.

The submissions should be structured by chapter and section of the second draft handbook, to the extent possible. Participants are encouraged to make their entire argument in the submissions filed on February 11, 2005, and use the responding submissions to reply to unanticipated arguments from other participants. The Board will post all submissions received on its website.

Further procedural orders may be issued from time to time.

THE BOARD ORDERS THAT:

1. Participants who wish to make written submissions on the draft rate handbook must file those submissions with the Board no later than 4:45 p.m. February 11, 2005.
2. Participants who wish to respond to the submissions filed must do so by way of written submissions filed no later than 4:45 February 28, 2005.

3. Participants filing submissions must provide eight hard copies and one electronic copy to the Board Secretary and one electronic copy to Keith Ritchie, Project Advisor by e-mail at **Keith.Ritchie@oeb.gov.on.ca**. Participants are asked to provide a PDF copy, as well as a word processed copy, of their submissions if possible. All submissions filed will be posted on the Board's website **www.oeb.gov.on.ca**, under 2006 Elec. Distribution Rates. The Board's filing address is:

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ISSUED at Toronto January 19, 2005.
ONTARIO ENERGY BOARD

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Original signed by
Peter O'Dell
Assistant Board Secretary