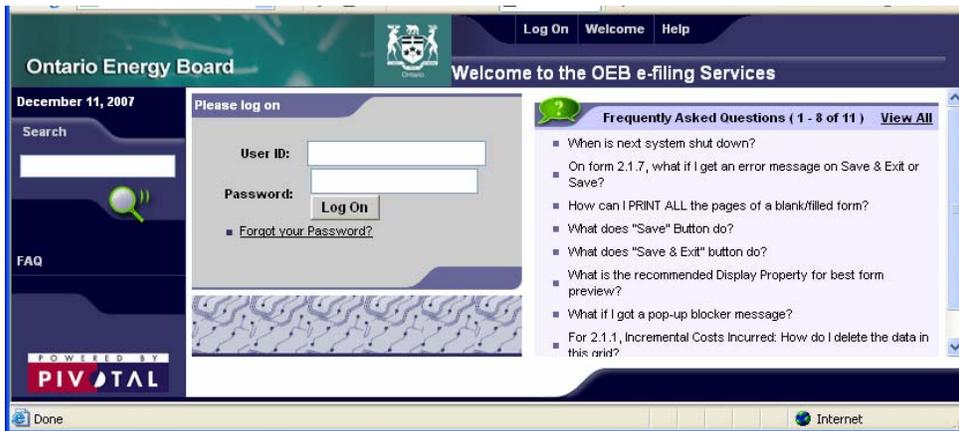
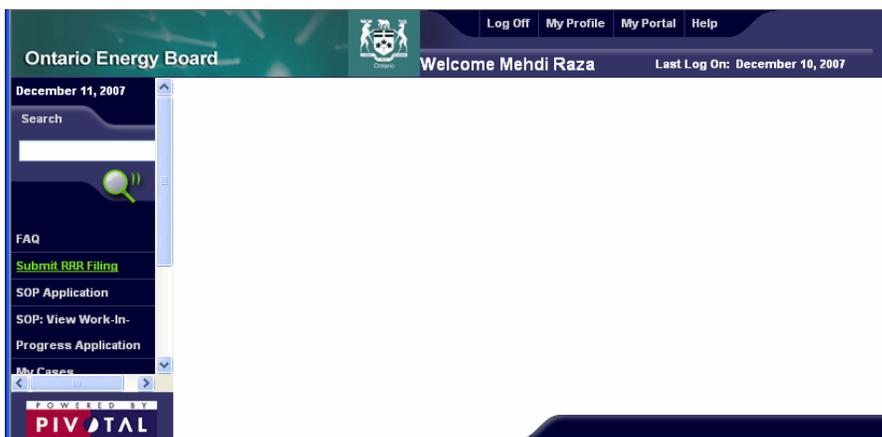


How to file Gas SQR 2.1.9 form

1. Go to OEB's home page <http://www.oeb.gov.on.ca/>
2. Click on **e-Filing Services** & Regulatory Document Search i.e., http://www.oeb.gov.on.ca/html/en/tools/efiling_services.htm
3. In section **AUDIT PERIODIC REPORTING:** (user ID & password required), under "Gas", click on "Utilities SQR – Annual Filing" .
4. You will get the screen below



5. Enter the User ID and Password
6. You will get the screen below with your name on top "Welcome XXXXX", click on "Submit RRR Filings" (available on left hand side of the screen).



7. Click on the arrow mark besides your company name

Choose Company	Licence Number	Address line 1	City
▶ Enbridge Gas Distribution Inc.		500 Consumers Road	North York
▶ Natural Resource Gas Limited		39 Beech Street East	Aylmer
▶ Test Ontario Energy Board		2300 Yonge Street	Toronto
▶ Union Gas Limited		50 Keil Drive North	Chatham

8. Click on the arrow mark besides the year you are filing for

Year
↔ 2007

9. Click on the arrow mark besides the month of your filing

April 30		
Reporting Period	Status	Latest Submission Date
↔ April	Not Started	

10. Read and follow the instructions. For the SQR filing, click on the “Annual Filing Forms” tab. Under this tab, G.2.1.9 Gas forms a to g are available for data input.

Instructions	Quarterly Filing Forms	Annual Filing Forms
<p>The filings for the different reporting periods have been listed under 2 tabs.</p> <p>Quarterly Filing Forms Tab shows Quarterly Filing Forms.</p> <p>Annual Filing Forms Tab shows Annual Filing Forms.</p> <p>You will not see any information under a tab if you do not have to submit those filings.</p>		

11. Click the arrow mark besides the form to open the form and start your data entry

December 20, 2007

Search

FAQ

Submit RRR Filing

SOP Application

SOP: View Work-In-Progress Application

My Cases

Case Documents

Submit an Application

Other Documents

Reporting Period GAS

Instructions | **Quarterly Filing Forms** | **Annual Filing Forms**

Gas RRR Filing Summary for Period

Reporting Period	Filing year	Status
January	2007 for Natural Resource Gas Limited, Aylmer, ;	Not Started
Submission Due	Extension Deadline	Extension Granted
Latest Submission Date	Company Name	
	Natural Resource Gas Limited	

G.2.1.9 SERVICE QUALITY REQUIREMENTS (SOR) FORM

Report Version	Status	Due	Submitter Name	Submitted On
↔ 0	Not Started	January 31, 2007		

12. To temporarily save the data inputted click on “Save” button.

Note:

- You will find the “Save” button at the end of the form
- Keep the Submit Form option (located at the bottom left corner) to “No” until you are finally ready to submit all your data entry.
- It is best to save your work frequently to avoid rework and re-entry.

Month	Number of Reconnections Completed Within 2 Business Days (1)	Total Number of Reconnections Completed (2)	Number of Days to Reconnect a Customer Percentage (%) (3=1/2*100)
October			0.00
November			0.00
December			0.00
January			0.00
February			0.00
March			0.00
April			0.00
May			0.00
June			0.00
July			0.00
August			0.00
September			0.00
Total			0.00

Submit Form?
Submit Form
No

SAVE SAVE & EXIT Cancel

13. When you have completed entering the data in **all the forms (letters a to g) under G.2.1.9**, change the Submit Form option to “Yes” and click on Save & Exit to finally submit your data.

Note: the data will be submitted only after passing through all validation rules.