

Ontario Energy Board
P.O. Box 2319
27th Floor
2300 Yonge Street
Toronto ON M4P 1E4
Telephone: 416- 481-1967
Facsimile: 416- 440-7656
Toll free: 1-888-632-6273

Commission de l'énergie de l'Ontario
C.P. 2319
27e étage
2300, rue Yonge
Toronto ON M4P 1E4
Téléphone : 416- 481-1967
Télécopieur: 416- 440-7656
Numéro sans frais: 1-888-632-6273



VIA E-MAIL AND WEB POSTING

June 26, 2009

To: All Licensed Electricity Distributors

Re: New Reporting Requirements Related to Smart Meter Deployment and the Application of Time-of-Use Pricing

In furtherance of the Government's commitment to the installation of smart meters throughout the Province and its recently announced expectation that time-of-use ("TOU") prices will be rolled out to at least 3.6 million consumers that are eligible for the Regulated Price Plan ("RPP") by June 2011, the Board is requiring that all licensed electricity distributors provide baseline and quarterly information regarding smart meter deployment and TOU pricing. The required information, which is being requested under the reporting requirement set out in each distributor's licence, is identified below and should be provided in accordance with the filing instructions also set out below.

Information to be Reported

Each distributor must provide information regarding: the status of the deployment of smart meters in its service area; the integration of its meters and systems with the provincial meter data management and meter data repository or MDM/R; and its plans for implementing TOU and billing for RPP-eligible consumers.

The initial baseline filing must be provided by **July 10, 2009** as set out and in accordance with Appendices A and B to this letter. The information should be current to July 1, 2009.

Subsequently, each distributor must file a quarterly status report as set out and in accordance with Appendix C to this letter. The quarterly reports are due on the tenth day of the month following the end of each calendar quarter, commencing with the quarter ending **September 30, 2009**.

Filing Instructions

All filings required to be made in accordance with the requirements of this letter should be in searchable/unrestricted Adobe Acrobat (PDF) format and should be submitted by the required date to the Board Secretary by e-mail at boardsec@oeb.gov.on.ca. The subject line of the e-mail should state: "Distributor Name: Smart Meter/TOU Filing".

Questions regarding the reporting requirements set out in this letter should be directed to the Market Operations Hotline at market.operations@oeb.gov.on.ca. The Board's toll free number is 1-888-632-6273.

Yours truly,

Original Signed By

John Pickernell
Assistant Board Secretary

Attachments: Appendix A - Baseline Report: Part I
 Appendix B - Baseline Report: Part II
 Appendix C - Quarterly Report

Appendix A

Baseline Report: Part I

The following information must be provided to the Board by **July 10, 2009**. The information should be current to July 1, 2009.

1. Please indicate whether you have entered into any contracts with an advanced metering infrastructure (“AMI”) system vendor. If so, please provide the name of the vendor, the date of the contract, and the percentage of your total number of smart meters that will be acquired from the vendor. If you have entered into contracts with multiple vendors, please provide the requested information for each vendor.
2. Please indicate whether you have started to install smart meters for RPP-eligible consumers in your service area. If so, please indicate the following: (a) the date on which you started that deployment; (b) the total number of RPP-eligible consumers, by customer class; (c) the number of smart meters that have been installed for RPP-eligible consumers, by customer class; and (d) the percentage of each such customer class for which smart meters have been installed.
3. Please indicate if you have started to deploy any AMI systems or structures? If so, please indicate the status of your AMI system and when it will be fully operational. If not, please indicate when you plan to start to deploy AMI systems or structures, and the date by which you plan to have the AMI system fully operational.
4. Please indicate whether you have started to integrate your meters and systems with the provincial MDM/R. If so, please identify: (a) the status of that integration, based on the following four steps of the MDM/R integration process: testing, meter registration, meter data, billing data acquisition; and (b) the date on which you plan to have the integration completed. If not, please indicate when you plan to start to integrate your meters and systems with the provincial MDM/R and the date on which you plan to have the integration completed.
5. Please indicate whether you have started to make changes to your business processes and systems related to MDM/R and TOU implementation, including your Customer Information Systems (“CIS”), that may be required to implement TOU billing. If so, please provide the current status of those changes and the date on which the necessary changes are planned to be completed. If not, please indicate when you plan to start making any necessary changes and when those changes are planned to be completed.

6. Please indicate whether you have developed a plan for the implementation of web presentment of TOU data to each RPP-eligible consumer requesting the data. If so, please describe that plan. If not, please indicate when you expect to develop that plan.

7. Please indicate whether you have started to implement a consumer education program with respect to the implementation of TOU pricing and billing for RPP-eligible consumers. If so, please provide the date on which the first consumer education material was provided to RPP-eligible consumers. If not, please indicate the date(s) on which you plan to commence the delivery of consumer education materials.

Appendix B

Baseline Report: Part II

Please complete the following form using actual (to July 1, 2009) and planned (July 1, 2009 to June 30, 2011) information, based on the last day of the month.

Month	Residential				GS<50kW			
	Meters Installed	Meters Enrolled	ToU Notice Sent	ToU Billing	Meters Installed	Meters Enrolled	ToU Notice Sent	ToU Billing
May 09								
June 09								
July 09								
Aug 09								
Sept 09								
Oct 09								
Nov 09								
Dec 09								
Jan 10								
Feb 10								
Mar 10								
Apr 10								
May10								
June 10								
July 10								
Aug 10								
Sep 10								
Oct 10								
Nov 10								
Dec 10								
Jan 11								
Feb 11								
Mar 11								
Apr 11								
May 11								
June 11								

Appendix C

Quarterly Reporting

A completed copy of the table below must be provided quarterly, by the tenth day of the month following each calendar quarter. The first quarterly filing is due in respect of the quarter ending **September 30, 2009**.

Distributor name: (insert name of Licensee)			
Quarter ending: (insert last day of quarter to which the report relates)			
	RPP-eligible Consumers: Residential Class	RPP-eligible Consumers: General Service Less Than 50kW Class	Total
Total number of RPP-eligible consumers			
Number of smart meters installed in the quarter			
Number of smart meters registered with the MDM/R in the quarter			
Number of RPP consumers being charged TOU prices added in the quarter			
Total cumulative number of smart meters installed in the service area at the end of the quarter			
Total cumulative number of smart meters registered with the MDM/R at the end of the quarter			
Total cumulative number of consumers being charged TOU prices at the end of the quarter			
Percentage of total RPP-eligible consumers with smart meters installed at the end of the quarter			
Percentage of total smart meters installed that are registered with the MDM/R at the end of the quarter			
Percentage of total RPP-eligible consumers being charged TOU prices at the end of the quarter			

In addition, confirmation of the following should be provided in the report for the relevant quarter in which the activity occurred:

- i. Date on which MDM/R testing was completed.
- ii. Date on which AMI system installation and integration was completed.