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BY E-MAIL AND WEB POSTING

October 29, 2015

To: All Licensed Electricity Distributors
All Licensed Unit Sub-Meter Providers
Independent Electricity System Operator
All Other Interested Parties

**Re: Amendments to the Reporting and Record Keeping Requirements (RRR) for
Licensed Electricity Distributors, Licensed Unit Sub-Meter Providers, and
the Independent Electricity System Operator**

The Ontario Energy Board (OEB) is now in the process of implementing the Ontario Electricity Support Program (OESP), a program to provide on-bill rate assistance for low-income electricity customers in Ontario. The program is set to be available on January 1, 2016.

The OEB has amended the Electricity RRR to implement reporting requirements necessary to monitor the OESP. The OEB will monitor the cost of delivering OESP and uptake in order to monitor the program on an ongoing basis and assess whether the OESP is meeting its objectives.

As set out in the OEB's report to the Minister, *Report of the Board: Developing an Ontario Electricity Support Program* (December 22, 2014) the following objectives were established to measure the success of the OESP:

1. Reducing Disconnections;
2. Improving Payment Patterns; and
3. Reaching Intended Beneficiaries.

Information about disconnections and payment patterns among low-income customers is already collected under section 2.1.8 of the RRR. Specifically, the data collected pertaining to the number of eligible low-income accounts that were disconnected, in arrears, entered into an arrears payment agreement etc., will assist the OEB in evaluating the OESP against objectives 1 and 2.

Additional reporting requirements, specific to OESP recipients, are also required to enable the OEB to properly monitor the program. In particular, the reporting requirements below will enable the OEB to assess whether OESP is reaching intended beneficiaries, the third objective. Using this data, the OEB will also be able to monitor the impact of OESP on the existing LEAP emergency financial assistance program. This will also inform whether OESP is reducing disconnections and improving payment patterns among low-income customers.

The new OESP and LEAP reporting requirements were developed in consultation with the stakeholder working groups assisting with OESP implementation (which include electricity distributors, unit sub-meter providers and intake agencies) and the IESO.

The new reporting requirements for electricity distributors, unit sub-meter providers and the Independent Electricity System Operator are set out below. Distributors and USMPs will report this information to the OEB for the first time on April 30, 2017 for the period of January 1, 2016 to December 31, 2016. Reporting for the IESO will commence in February 2016 for the period of January 1 - 31, 2016.

Electricity Distributor Reporting

The following new **Section 2.1.9** has been added:

2.1.9 *Beginning in 2017, a distributor shall provide in the form and manner required by the Board, annually, by April 30, the following information related to the provision of the OESP in the preceding calendar year:*

- a) *The number of OESP recipients at year end;*
- b) *The number of OESP recipients in the year who were no longer receiving OESP at year end; and*
- c) *The number of OESP recipients who also received LEAP emergency financial assistance during the year.*

Section 2.1.16 has been augmented to include the following:

- i) *Beginning in 2017, the number of applicants for LEAP emergency financial assistance in the preceding calendar year who had previously received LEAP emergency financial assistance in the calendar year before that (repeat applicants), in total and broken down as follows:*
 - i. *Applicants who were the distributor's customers; and*

- ii. Applicants who were customers of licensed unit sub-meter providers operating in the distributor's service area, including the distributor if licensed as such.*

Unit Sub-Meter Provider Reporting

The following new **Section 8** has been added:

8 Unit Sub-Meter Providers

8.1 Reporting

8.1.1 *Beginning in 2017, a unit sub-meter provider shall provide in the form and manner required by the Board, annually, by April 30, the following information with respect to the provision of the OESP and LEAP emergency financial assistance in the preceding calendar year:*

- a) *The number of eligible low-income customer accounts at year end;*
- b) *The number of customer accounts that received LEAP emergency financial assistance during the year;*
- c) *The number of OESP recipients at year end;*
- d) *The number of OESP recipients in the year who were no longer receiving OESP at year end; and*
- e) *The number of OESP recipients who also received a LEAP emergency financial assistance grant during the year.*

References to unit sub-meter providers have also been added to section 1.4 (To whom these reporting and record keeping requirements apply) and section 1.5 (Manner and format of reporting and record keeping).

Independent Electricity System Operator Reporting

The following new **Section 7.1.4** has been added:

7.1.4 *Beginning in 2016, the IESO shall provide in the form and manner required by the Board, monthly, by the last day of the following month, the following information related to the provision of the OESP in each month:*

- a) *Funds collected through the OESP charge, in total and broken down by:*
 - i. *Distributor; and*

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- ii. All other market participants.*
 - b) OESP funds disbursed to customers of distributors and unit sub-meter providers, in total and broken down by:*
 - i. Distributor; and*
 - ii. Unit sub-meter provider.*
 - c) For each OESP tariff code, the total number of OESP recipients and total funds disbursed to OESP recipients by:*
 - i. Distributor; and*
 - ii. Unit sub-meter provider.*
 - d) Funds disbursed to the central service provider for program delivery and administration.*
 - e) The variance between total funds collected through the OESP charge and total funds disbursed to OESP recipients and for program delivery and administration.*

In connection with these new requirements, definitions of “OESP” and other terms have been added to the definitions section of the RRR.

The revised Electricity RRR document is attached. A track changes version showing the changes that have been made is also attached for information purposes.

All inquiries regarding the amendments to the RRR for licensed electricity distributors, licensed unit sub-meter providers, and the Independent Electricity System Operator should be forwarded to IndustryRelations@ontarioenergyboard.ca or 1-877-632-2727 (toll-free within Ontario).

Yours truly,

Original signed by

Kirsten Walli
Board Secretary

Attachments: Attachment A: Electricity RRR dated October 29, 2015, as amended
Attachment B: Electricity RRR document with tracked changes (for information purposes only)