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VIA E-MAIL AND WEB POSTING

October 26, 2010

To: All Licensed Electricity Distributors

Re: New Reporting Requirements Regarding the Costs of Smart Meter Installation

Distributors have been installing smart meters in Ontario over the past few years and are now required to implement time-of-use pricing in accordance with the Board's recent determination under the SSS code. In 2009 the Ontario Energy Board gathered information pertaining to distributor's smart meter investments up to September 2009. Given the stage of the smart meter installation roll out, the Board is now requiring distributors to provide information on their smart meter investments on a quarterly basis.

The Board notes that the majority of these investments are being tracked in variance accounts that have yet to be examined by the Board. However, with this caveat noted, the Board is of the view that the smart meter investment information will provide a very useful addition to the existing monthly reports related to smart meter and time-of-use implementation. Appendix A of this letter outlines the specific information to be reported each quarter; the information reported should be cumulative as of the end of the quarter.

The first quarterly report is due on December 10, 2010 covering the quarter ending September 30th, 2010. Appendix B of this letter sets out the due dates for each quarterly report for the remainder of 2010 to the end of 2012. The Board will issue guidance on the continuation of reporting at the end of 2012.

Directions for filing the quarterly reports are as follows:

- The form is available through E-filing services on the OEB website.

- 'Regulatory contacts' will be able to access the form by choosing the Regulatory Electronic Submission System (RESS) link and entering their existing username and password.
- Once logged in, click on the link at the bottom of the column on the left side of the window called "Submit Smart Meter Filings".
- Two tabs will appear called "Smart Meter Installations and SME Milestones" and "Smart Meter Costs Reporting", click on the tab called "Smart Meter Costs Reporting"
- Click on the month when the filing is due to access the form.
- Once data is entered into the form there are two options;
 - Users can save their entry and return to it later for further editing by clicking 'save' at the bottom of the screen, the status of the filing will be appear as 'Work in Progress'.
 - Users can submit the form to the Board by clicking 'Yes' under the heading 'Submit Form' at the bottom of the screen, the status will than appear as 'Submitted'. Data will *not* be *filed* with the Board until this has been done.
- Distributors will not be able to file, edit, or update data once the due date for a filing has passed. If a distributor misses the due date or wishes to make a correction after the due date has passed they must contact market operations at market.operations@oeb.gov.on.ca and request access to the submission form.
- The forms will become available on the 1st of the second month following the end of the quarter and will remain open until the 10th or the first business day thereafter.

Distributors should be advised that these reports or a summary report of the results may be made publicly available on the Board's website.

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

Kirsten Walli
Board Secretary