

Ontario Energy Board
P.O. Box 2319
2300 Yonge Street
27th Floor
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
2300, rue Yonge
27^e étage
Toronto ON M4P 1E4
Téléphone: 416-481-1967
Télécopieur: 416-440-7656
Numéro sans frais: 1-888-632-6273



BY E-MAIL AND WEB POSTING

April 17, 2015

To: All Electricity Distributors

Re: ID and Password for Executive Certification of the 2014 Annual RRR Filings

By letter of March 31, 2015, the Ontario Energy Board (the OEB) notified electricity distributors of a new requirement for the certification of the quarterly and the annual Reporting and Record Keeping Requirements (RRR) filings by an executive signing officer of the company (e.g., Chief Executive Officer, Chief Financial Officer).

To facilitate the Executive Certification for the 2014 annual RRR filings (due on April 30, 2015) in the OEB's e-Filing Services, the OEB has set up the distributor's CEO who previously signed off on the distributor's 2013 scorecard in August 2014 to be able to also sign off on the 2014 RRR filings using the same user ID and password. However, in the circumstance that another executive signing officer of the company will be completing the Executive Certification of the annual RRR filings, the distributor will be required to obtain a user ID and password from the OEB for that person. This may include circumstances as follows:

- A change of the company's CEO since the 2013 scorecard sign off in August 2014 or;
- Another executive signing officer of the company other than CEO will be signing off (e.g., CFO even if the CFO is currently a RRR Filer in the OEB's e-Filing Services or other executive signing officer).

The OEB requires the company to complete the [Electronic User Form](#) and submit its request electronically to the OEB's Board Secretary Office at BoardSec@ontarioenergyboard.ca by April 24, 2014.

General inquiries regarding the Executive Certification should be directed to Board's Industry Relations at 416-440-7604 or by e-mail at IndustryRelations@ontarioenergyboard.ca. The Board's toll free number is 1-888-632-6273.

Yours truly,

Original Signed By

Daria Babaie, P. Eng., CPA, CMA
Manager, Audit & Performance Assessment