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BY E-MAIL AND WEB POSTING

February 3, 2016

To: All Licensed Electricity Distributors
All Other Interested Parties

**Re: Changes to Annual Reporting and Record-Keeping Requirements (RRR)
Input Forms**

All licensed electricity distributors in Ontario are required, by condition of licence, to file information with the OEB on a regular basis under the Electricity Reporting & Record Keeping Requirements (RRR). In preparation for the upcoming 2016 filings for the 2015 reporting year, OEB staff is providing advance notice of the changes to the electronic input forms that will be available on the RRR e-Filing Services portal. The annual RRR filings are due by April 30th of each year. A list summarizing the major changes is provided in Appendix A to this letter.

Detailed guidance regarding the filings will be available in an updated RRR Filing Guide (Guide) which is expected to be issued by March 1, 2016. Distributors will receive a notification through the OEB's "what's new" email alert when the Guide is posted on the OEB's Industry website.

If you have any inquiries regarding the above matter, please forward to IndustryRelations@ontarioenergyboard.ca or 1-877-632-2727 (toll-free within Ontario).

Yours truly,

Original Signed By

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

Attachment: Changes to Electronic RRR Input Forms

Attachment A

Changes to Electronic RRR Input Forms

Annual forms will be online the week of February 8, 2016

RRR Filing	Description of Form
2.1.4	<p>On the “ESQR Explanations” tab, explanations are mandatory for each service quality requirement that shows “N/A” or “Not Met”. The form will not be submitted unless an explanation is provided in the “ESQR Explanations” tab. Distributors are also expected to discuss what actions are being undertaken to meet the OEB performance standard.</p> <p>On the “System Reliability Summary” tab, distributors are required to provide an explanation and discuss what actions are being undertaken to comply with the OEB standard of the average of performance results over the five-year period if the current year’s performance exceeds the expected performance standard.</p> <p>CAIDI information has been discontinued.</p>
2.1.5.1	Line crew wage rate reporting has been discontinued.
2.1.5.5	Distribution and transmission reporting has been discontinued.
2.1.5.6	<p>The RRR 2.1.5.6 ROE calculation tab has been removed from the RRR 2.1.5 input form. A separate standalone input form has been created for this filing in the RRR portal.</p> <p>The new ROE form has five tabs (Checklist, Input Appendices, ROE summary, Over-earning drivers and Under-earning drivers).</p> <p>Some inputs for the ROE calculation will be auto-populated on the form. These inputs are either linked to the relevant USoA balances reported in the RRR 2.1.7 trial balances (i.e. Account 3046 regulated net income) and any other RRRs (i.e. RRR 2.1.2 customer numbers) or the CoS database built in the portal (i.e. working capital allowance %). At this time, the form is still under development. The logic and link to other data sources are not in place at this time. The form will be available on March 1, 2016. Given the significant changes of the form, a detailed filing guide will be available on March 1, 2016 to aid in using the new form.</p> <p>The OEB will provide the distributors an Excel version of the 2.1.5.6 ROE form as a working document for the purpose of the online filing. This Excel version would allow for ease of tabulating, checking and entering information accurately onto the input form. The Excel template will be available on March 1, 2016.</p>
2.1.7	The accounting standard the distributors use for ratemaking and regulatory accounting and reporting to the OEB will be pre-populated on the form. Distributors are required to verify and confirm that the accounting standard is

RRR Filing	Description of Form
	<p>consistent with what was approved in its last Cost of Service Decision and Order.</p> <p>Distributors can upload a comma separated values (CSV) file to import the account balances onto the input form. The upload function is available for the main trial balance (“Assets”, “Liabilities and Equity” and “Income Statement” tabs) and “Sub-Accounts” tab.</p> <p>The following accounts have been removed from the trial balance:</p> <ul style="list-style-type: none"> • 1520 Power Purchase Variance Account • 1562 Deferred Payments in Lieu of Taxes • 1563 Deferred PILs Contra Account <p>The following new sub-accounts have been added to Sub-Accounts tab:</p> <ul style="list-style-type: none"> • 1580 Sub-account RSVA - Wholesale Market Service Charge CBDR class A – Principal • 1580 Sub-account RSVA - Wholesale Market Service Charge CBDR class A – Interest • 1580 Sub-account RSVA - Wholesale Market Service Charge CBDR class B – Principal • 1580 Sub-account RSVA - Wholesale Market Service Charge CBDR class B – Interest <p>The following new accounts have been added to Group 1 Accounts tab:</p> <ul style="list-style-type: none"> • 1595 Disposition and Recovery/Refund of Regulatory Balances (2015)
2.1.10	This filing has been discontinued.
2.1.11	This filing has been discontinued.
2.1.18	Distributors are required to report to the OEB when a material loss of load is incurred or is expected to be incurred. A new feature to facilitate this type of reporting requires that a letter must be uploaded to the online portal immediately at any point during the year. This functionality will be available on June 1, 2016.
2.1.19d	Form has been updated for distributors to input the performance result and target for public safety measure Components A, B and C.