



BY EMAIL AND WEB POSTING

July 21, 2023

To: All Licensed Electricity Transmitters

Re: New Streamlined Electricity Transmission Licence Renewal Application Form

The Ontario Energy Board (OEB) is introducing a new streamlined licence renewal application form (the form) for all electricity transmitters whose licences will be expiring in 2023 and beyond. The use of the new form is expected to make the licence renewal process more efficient and reduce administrative burden.

The new form enables the OEB to rely on the information available in the existing licence or in the Reporting and Record-keeping Requirement (RRR) filings. It requires transmitters to confirm information that is necessary for the licensing process and only updates information where necessary, such as any changes in corporate structure or transmission facilities descriptions that are not reflected in the current licence.

Already implemented for electricity distributors in 2022, the OEB is now introducing the same approach for electricity transmitters, recognizing that transmitters file much of the information needed for assessing licence applications through the RRRs. To streamline reporting under the RRRs, the OEB will maintain the current licence number for each transmitter.

The new form (attached), is available on the OEB's [Electricity Transmission Licence](#) webpage. In planning for your licence renewal, we ask that you please consider the licence application processing timeline of 90 days.

Any questions should be directed to IndustryRelations@oeb.ca, or by phone at 1-877-632-2727.

Yours truly,

Nancy Marconi
Registrar



Attachment A: Streamlined Electricity Transmission Licence Renewal Application

1. Applicant

Name of Applicant	
Address	Telephone Number
	Email Address
	Corporate Website
Licence Primary Contact: Name and Title	Telephone Number
	Email Address
Application Primary Contact: (If different from Licence Primary Contact above) Name and Title	Telephone Number
	Email Address

2. Current Licence Information

2.1	Licence Number
2.2	Licence Expiry Date

3. Applicant's Key Individuals

Please provide a list of key individuals responsible for executing the following functions for the applicant: matters related to regulatory requirements and conduct, financial, and technical matters. The list must also include the executives responsible for the following roles: the chief executive officer, the chief operating officer, the chief financial officer or equivalent positions.

Name of Key Individual	Title/Position	Telephone Number	Email Address
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4. Affiliates of the Applicant

4.1 Please provide the following information for all Affiliates of the Applicant (attach a copy of 4.1 for each affiliate)

4.1.1	Full Legal Name of Affiliate Company
4.1.2	Description of Business Activities of Affiliate Company
4.1.3	If Affiliate Company is licensed, provide licensing information
4.1.4	Affiliate Company's website, if available

4.2 Please attach a corporate organization chart describing the relationships between the Applicant and its Affiliates and, if applicable, the respective ownership percentages by the Applicant in each Affiliate.

5. Specification of Transmission Facilities

5.1	Please confirm that the licensee's transmission facilities are accurately described in Schedule 1 of its existing transmission licence.
5.2	If the transmission facilities are not accurately described in Schedule 1 of the licence, please provide an updated specification of the facilities and explanation for the discrepancy.

6. List of Code Exemptions

6.1	Please list all code exemptions included in Schedule 3 of the licence and identify any code exemptions that are no longer necessary and may be removed from the licence.
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CERTIFICATION AND ACKNOWLEDGMENT

1. I certify that the information contained in this application and in the documents provided are true and accurate.
2. I confirm that there are no outstanding fees assessed by the OEB, RRR filings or other information requests.
3. I certify that the licensee is compliant with all applicable provisions of the Transmission System Code and the Affiliate Relationships Code for Electricity Distributors and Transmitters, and all other conditions set out in their licence subject to any approved exemption(s).

Signature of Key Individual	Name and Title of Key Individual	Date
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(Must be signed by Chief Executive Officer, Chief Operating Officer, President or other person of equivalent position.)