



Ontario
Energy
Board | Commission
de l'énergie
de l'Ontario

BY EMAIL AND WEB POSTING

March 22, 2021

To: All Licensed Unit Sub-Meter Providers
All Other Interested Parties

Re: **Reporting and Record-keeping Requirements**

The Ontario Energy Board (OEB) has amended the Reporting and Record-keeping Requirements (RRR) for licensed unit sub-meter providers (USMPs).

In its February 4, 2020, [letter](#) the OEB required all USMPs to annually report the number of customers with accounts that they serve, with account meaning a customer that is billed by the USMP. This information was submitted to the OEB by email. To improve the efficiency of reporting by each USMP, the OEB has now included the submission of number of customers with accounts as part of the annual RRR in section 8.1.1(f). The OEB consulted various USMPs on the proposed change and the feedback was positive in support of making this change to the annual reporting.

As a result of this change, USMPs are no longer required to send this data to the OEB via email to Registrar@oeb.ca.

The [RRR Filing portal](#) is now available for USMPs to submit their annual filings. The due date has been extended from April 30 to **May 17, 2021** in recognition of challenges that may be faced due to the COVID-19 pandemic.

Any questions relating to this letter should be directed to performance_reporting@oeb.ca.

Yours truly,

Original Signed By

Brian Hewson
Vice-President, Consumer Protection & Industry Performance