



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

BY EMAIL

March 16, 2022

To: All Licensed Unit Sub-Meter Providers

Re: OEB Cost Assessment Model - Request for Updated Information

The Ontario Energy Board's (OEB) approved mechanism for assessment of costs as provided for under section 26 of the *Ontario Energy Board Act, 1998* identifies that licensed Unit Sub-Meter Providers (USMPs) will be assessed based on the number of customers served. The purpose of this letter is to request that each licensed USMP provide its updated customer numbers no later than **March 29, 2022**.

To simplify reporting, USMPs are now only required to report a single number for the combined residential and commercial customers with accounts (i.e., customers actually being billed) as of December 31, 2021. To facilitate this reporting, the OEB has created the attached Excel spreadsheet.

This information is being requested under the condition of each USMP's licence requiring the licensee provide such information as may be required by the OEB from time to time. A USMP's information will be treated in accordance with the guidance set out in the OEB's [Letter](#) dated January 25, 2018.

Filing Instructions

USMPs must submit the completed spreadsheet to performance_reporting@oeb.ca by **March 29, 2022**. The e-mail should include your licensed name in the title.

If your company does not provide services directly to end-use customers, please simply send an e-mail confirming that status.

Thank you in advance for your cooperation. Please direct any questions to IndustryRelations@oeb.ca.

Sincerely,

Original Signed By

Brian Hewson
Vice-President
Consumer Protection & Industry Performance

Attach.