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**BY E-MAIL**

August 10, 2015

To: All Licensed Electricity Distributors & Licensed Unit Sub-Meter Providers

**RE: Ontario Electricity Support Program Self-Certification Requirement  
Board File Number EB-2015-0148**

The Ontario Electricity Support Program (OESP) is a low income rate program being implemented by the Ontario Energy Board (OEB) to be in place for January 1, 2016. Licensed electricity distributors and licensed Unit Sub-meter Providers ("Utilities") will be delivering the OESP through the invoices to eligible low income electricity customers.

In order to be assured of Utilities' readiness for program implementation as of January 1, 2016, all Utilities are required to file Self-Certification Reports on three milestone dates August 26, 2015, September 28, 2015 and November 30, 2015. The milestones are tied to meeting the overall OESP implementation milestones for customer access to apply for OESP, enrolment with the Utility, and providing the rate reduction on eligible customers' bills.

The Self-Certification Report and Guide to Self-Certification provide further details on the process of self-certification and requirements for Utility validation. Condition 14.1 of a Distributor's licence and Condition 6 of a Unit Sub-Meter Provider's licence requires a licensee to file any information the OEB has made a requirement. The filing of a completed Self-Certification Report, as of the date of each of the milestones, is therefore a licence requirement.

Completed Self-Certification Reports and other filings requested in the Self-Certification Guide are to be emailed as per the instructions in the Guide to:

[oesp\\_utility\\_enablement@ontarioenergyboard.ca](mailto:oesp_utility_enablement@ontarioenergyboard.ca)

The OEB is committed to working with Utilities to ensure the OESP is available to low income eligible customers. To that end the OEB will be using the Self-Certification Reports and related filings as a means of monitoring the utilities' progress and identifying issues with implementation, including where special action must be taken in relation to a specific utility. Questions relating to the OESP Self-Certification Report or for assistance in understanding OESP requirements, should be directed to [oesp\\_utility\\_enablement@ontarioenergyboard.ca](mailto:oesp_utility_enablement@ontarioenergyboard.ca)

Sincerely,

Original signed by

Kirsten Walli  
Board Secretary

Attachment