



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

BY EMAIL

January 18, 2022

To: All Intervenors

Re: New Categories - OEB Online System for Filing Cost Claims

As part of the new online system for filing cost claims, a review of the cost categories was undertaken with Commissioners and intervenors. This resulted in updates to the categories for hearings activities and disbursements and they are reflected in the new online system.

The updated categories are attached as Appendix A.

A reminder that the system will be live January 21, 2022, and all cost claims submitted beyond this date shall be filed through the portal. At that time the Excel form will no longer be available.

The OEB is providing a second training session on January 25, 2022, from 2:30 – 4:00 pm. Training guides and a walk-through video will also be available on the [Intervenor Information](#) and [Filing Systems](#) pages of the OEB's website.

Please contact Christiane Wong at christiane.wong@oeb.ca if you wish to attend the January 25th training session or if you have any questions about filing cost claims for a proceeding.

Yours truly,

Nancy Marconi
Acting Registrar

Appendix A

OEB Cost Claim Categories as of January 21, 2022

Hearings:

- Review Application and Evidence
 - Review Application and Evidence
- Discovery
 - Preparation of Interrogatories
 - Review Interrogatory Responses
 - Technical Conference Preparation
 - Technical Conference Attendance
 - Technical Conference Follow Up
- Issues List
 - Preparation
 - Attendance at Issues Conference
- Intervenor Evidence
 - Preparation
 - Interrogatory Responses
 - Preparation of Witness(es) for Attendance at Hearing
- Settlement Conference/ADR
 - Preparation
 - Attendance
 - Preparation of Settlement Proposal
 - Attendance at Presentation to Panel
- Oral Hearing
 - Preparation
 - Attendance at Oral Hearing
- Submissions
 - Written Submissions
 - Oral Submissions
 - Attendance at Oral Submissions
- Other Attendance
 - Other Attendance
- Communication
 - With Client
 - With Other Parties
- Motions
 - Preparation of Motion(s) Materials
 - Prepare Submissions on the Motion(s)

- Attendance at Hearing on Motion(s)
- Confidentiality
 - Preparation of Application for Confidentiality
 - Prepare Submissions on Confidentiality
 - Attendance at Hearing on Confidentiality
- Decision
 - Review
- Rate Order
 - Review
 - Prepare Submission on Rate Order

Disbursements

- Scanning/Photocopy (Internal)
- Scanning/Photocopy (External)
- Printing (Internal)
- Printing (External)
- Courier
- Teleconference
- Travel: Air
- Travel: Car Rental
- Travel: Gas
- Travel: Car Mileage – Southern Ontario
- Travel: Car Mileage – Northern Ontario
- Travel: Rail
- Travel: Other
- Parking
- Taxi
- Accommodation
- Other