

2 Section 2.1.1 Distributor initiated communication and Section 2.1.3 Commission initiated communication

- As noted by AUC staff, it was previously agreed by the working group that Appendix A, C, D, E, F, G, H and I, as currently contained in Rule 004 would be removed, and instead, would be placed on a central location on the AUC website for all parties to access. Subsequently, Appendix B would remain in Rule 004 and would be re-labeled as the new Appendix A.
- Section 2.1.1 is there to remind distribution companies that specified changes made to its practices must be communicated to the AUC (via RegulatoryPolicy@auc.ab.ca). AUC staff will then announce distribution updates to the retailers as these updates are received.
- There were no objections to Section 2.1.1 and Section 2.1.3.

3 Section 2.13, Table 2-1 Performance requirements:

Table reference ID 8

- As previously agreed in the AUC Rule 004 TBC Working Group meeting held on October 2, 2014, AUC staff reminded the group that table reference ID 8 was changed to have a maximum target of 35 calendar days for 100 per cent of disputes.
- The group had no comments or objections to this change.

Table reference ID 13

- As previously agreed in the AUC Rule 004 TBC Working Group meeting held on October 2, 2014, AUC staff reminded the group that table reference ID 13 was changed to allow for a maximum of 70 calendar days between a site's tariff bills.
- Based on the discussion at the meeting, the group concluded that an SMC may be a better indicator for when the number of calendar days formally starts.
- As a result, AUC staff changed table reference ID 13 to read as follows: "Number of calendar days between a site's inclusion in a tariff bill file or between the transaction date of the SMC showing energization and inclusion in its first tariff bill file."
- The group agreed with the change in wording to table reference ID 13.
- In order to help determine a performance requirement regarding error correction, distributors were also reminded of a previous action item from the October 2, 2014, meeting which requires distributors to monitor how long it currently takes them to perform some of the more time-consuming corrections.
- Distributors noted that it will take a longer time period (more than a year) to monitor this type of activity.
- To allow for more time for distributors to monitor this type of activity, AUC staff agreed to hold-off on this action item and revisit it at a later date.

ACTION: Distributors to continue monitoring how long it currently takes them to perform some of the more time-consuming corrections.

Table reference ID 17 and table reference ID 18

- AUC staff explained that new table reference ID 17 refers to situations when a distributor is aware that a change in its operating practice is occurring and it has been confirmed and/or approved, it needs to provide retailers with a minimum notice of three-months that this change will be occurring.
- AUC staff further explained that new table reference ID 18 indicates that retailers need to be given at least a months' notice before a distributor's changes are implemented and before a distributor goes live with these changes.
- The group discussed the need for both table reference ID 17 and 18. Because table reference ID 18 is based on more concrete information, the group agreed that table reference ID 17 was not needed, and distributors confirmed that in cases where a distributor was anticipating a major change, the notice period in which it would give retailers would be more than one-month.
- The group agreed to remove table reference ID 17 and keep table reference ID 18 (which will now be re-numbered to table reference ID 17). There were no further comments to this change.

Table reference ID 19 and table reference ID 20

- Action item from the October 2, 2014, AUC Rule 004 TBC Working Group meeting: "ENMAX Power to provide language for the rule to best address how to exclude sites created after their billing cycle from the calculations."
- AUC staff changed Table reference ID 19 and table reference ID 20 to incorporate language supplied by ENMAX Power Corporation, which excludes ineligible sites from the calculations.
- Based on ENMAX's input, AUC staff had drafted the following definition for ineligible sites. AUC staff proposed aligning the formula used in AUC Rule 002 for these two service standards as follows:

Requirement	Measure	Responsibility	Target
Currency of tariff bill file content	<p>Percentage of all sites with a site production reason code of "2020" (regular billing cycle) published in original tariff bill files, where the number of business days from the current bill period end date for each site to the tariff bill file date created is less than or equal to eight business days.²</p> <p>Formula:</p> <p><i>Percentage of sites billed and coded regular billing cycle that are billed within the required eight business days = [(number of sites within original tariff bill files with a site production reason code of "2020" where the tariff bill file date created minus the current bill period end date for each site is less than or equal to eight business days) ÷ (the total number of sites with a site production reason code of 2020 in original tariff bill files - ineligible sites)] x 100</i></p> <p>Where:</p> <p><i>Ineligible site = site that was initially energized after its scheduled read date for the month</i></p>	Distributor	95 per cent of sites

File completeness	<p>Percentage of all sites assigned to billing cycles transmitted in original tariff bill files with a site production reason code of "2020" (regular billing cycle) on their scheduled tariff bill file publish date as stated in the tariff bill calendar file.</p> <p>Formula:</p> <p><i>Percentage of sites expected to bill on each billing cycle that are billed and coded regular billing cycle on their scheduled tariff bill file publish date = [(number of sites assigned to billing cycles and transmitted in original tariff bill files on their scheduled tariff bill file publish date with a site production reason code of 2020) ÷ (total number of sites expected to bill for those billing cycles – ineligible sites)] x 100</i></p> <p>Where:</p> <p><i>Ineligible site = site that was initially energized after its scheduled read date for the month</i></p>	Distributor	98 per cent of sites
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² Distributors are exempt from including sites belonging to a seasonal bill cycle (e.g. irrigation) and sites dependent on transmission tariff information from the ISO when reporting their performance for this metric.

- The group had no comments or objections to these changes.

4 Section 2.14 Data retention

- As previously agreed in the October 2, 2014, AUC Rule 004 TBC Working group meeting, AUC staff has revised Section 2.14 to require either three years data retention or two years data retention along with the requirement of providing multiple one-time charge records that align with the billing periods when performing cancels/rebills for periods beyond the data retention period.
- AUC staff reminded the group that providing the option to require either three years of data retention or splitting the one-time charges by billing period allows EPCOR Distribution & Transmission to avoid having to increase its data retention from two years to three years (which would involve a database upgrade and a substantial investment).
- The group had no comments or objections to this change.

5 Section 4.12 Tariff billing sites withheld (TSW)

- As previously agreed to during the October 2, 2014, AUC Rule 004 TBC Working group meeting, AUC staff has moved the TSW transaction from the appendices to the body of the rule as an optional transaction with the following description: The TSW transaction is an optional transaction that enables a distributor to inform a retailer of sites withheld from presentation in a published tariff bill file in an automated fashion. This transaction can be utilized to communicate to a retailer failure of standard content validation tests and production failures for a specific site. It can also be used to communicate that a site is being withheld while investigations, adjustments or corrections are taking place that may impact the site's billing. The contents of the TSW transaction are provided in Table 4-19.

- EPCOR Distribution & Transmission, who was the only distributor to indicate it would be using the TSW transaction, had no objections to this change. In addition, the group also had no objections to this change.

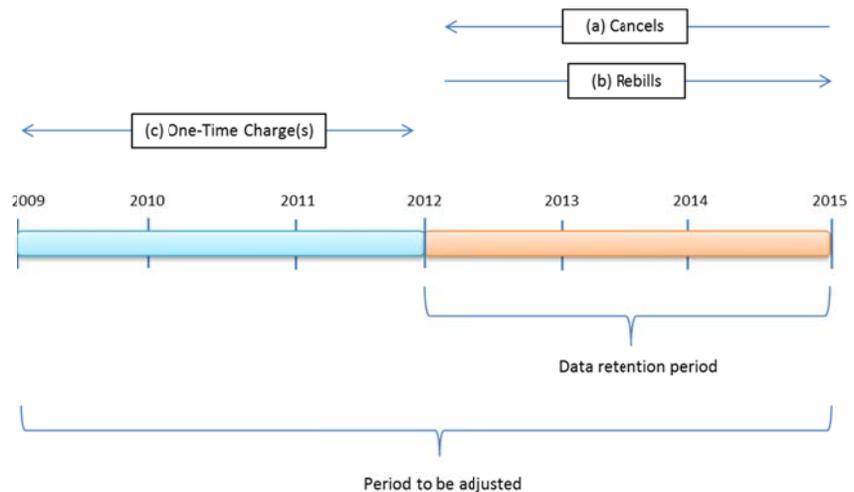
6 Cancel/rebill, Section 5.4.1(4)

- Action item from the October 2, 2014, AUC Rule 004 TBC Working Group meeting: “AUC staff to change the language in Section 5.4.1(4) to refer to the distributor’s data retention period.”
 - AUC staff has revised Section 5.4.1(4) to read as follows: “All cancels and rebills processed by a distributor must be sent to retailers as part of a tariff bill file according to the record production sequence outlined in Appendix A.”
 - The group had no comments or objections to this change.

7 Section 5.4.4 Cancels and rebills of charges spanning extended periods

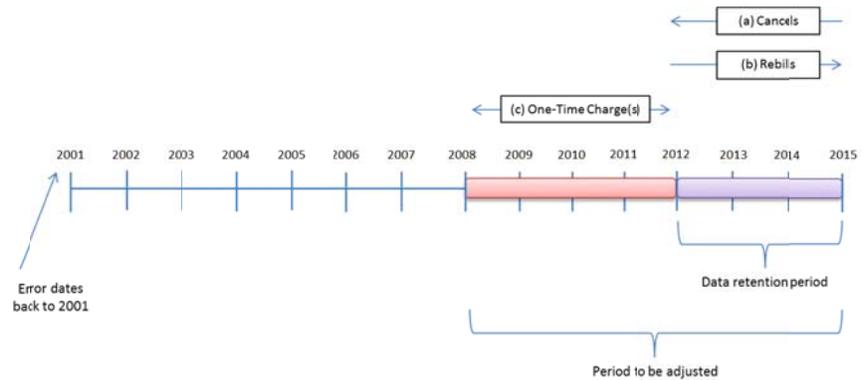
- In order to better clarify the language contained in Section 5.4.4, AUC staff had proposed a number of revisions, along with the addition of a supplemental diagram for each sub-section, which was discussed at the meeting.
- Proposed revisions to Section 5.4.4(1) include the following:
 - (1) In situations where cancels extend beyond the distributor’s data retention period, and the distributor’s terms and conditions and other rules and regulations support rebills for the entire period being cancelled, the distributor will:
 - (a) Cancel as many charges as it has retained in their original format following the production rules described in Section 5.4.1.1.
 - (b) Rebill those same charge periods following the production rules described in Section 5.4.1.1.
 - (c) Create one or more one-time charge adjustments (as described in Section 4.3.9) that summarize the adjustments to charges that span the period beyond the data retention period. If the distributor is not aligning the One-Time Charge record dates to the original Tariff Charge record dates, the one-time charge adjustments must use the prior period adjustment code (PPAC). Each One-Time Charge record must not include any adjustments for periods for which the retailer was not the retailer of record.
 - (d) Communicate to the retailer the calculation details that support the charge adjustment and the reasons for the charge adjustment.

Section 5.4.4(1) diagram:



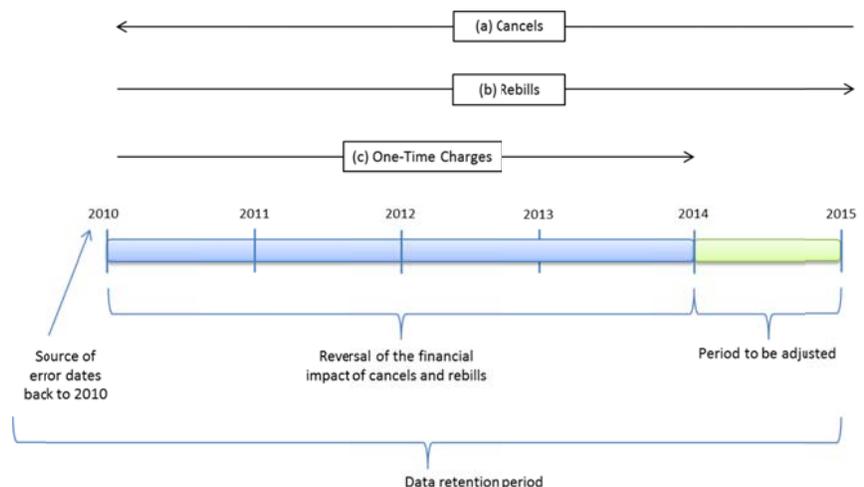
- There were no objections to the proposed revisions to Section 5.4.4(1).
- Proposed revisions to Section 5.4.4(2) include the following:
 - (2) In situations where the charge periods to be cancelled extend beyond both the distributor's data retention period and the period supported by either the distributor's terms and conditions or by other rules or regulations for performing cancels and rebills, the distributor will:
 - (a) Cancel as many charges as it has retained in their original format following the production rules described in Section 5.4.1.1.
 - (b) Rebill those same charge periods following the production rules described in Section 5.4.1.1.
 - (c) Create one or more one-time charge adjustments (as described in Section 4.3.9) that summarize the adjustments to charges that span the period beyond the data retention period and within the period to be adjusted. If the distributor is not aligning the One-Time Charge record dates to the original Tariff Charge record dates, the one-time charge adjustments must use the prior period adjustment code (PPAC). Each One-Time Charge record must not include any adjustments for periods for which the retailer was not the retailer of record.
 - (d) Communicate to the retailer the calculation details that support the charge adjustment and the reasons for the charge adjustment.

Section 5.4.4(2) diagram:



- There were no objections to the proposed revisions to Section 5.4.4(2).
- Proposed revisions to Section 5.4.4(3) include the following:
 - (3) In situations where cancels extend beyond the period for adjustment supported by the distributor’s terms and conditions or by other rules and regulations but fall within the distributor’s data retention period, the distributor will:
 - (a) Cancel all of the charges following the production rules described in Section 5.4.1.1.
 - (b) Rebill all of the charges following the production rules described in Section 5.4.1.1.
 - (c) Reverse the financial impact of the cancels and rebills for those charge periods that are not to be adjusted using a series of one-time charges as described in Section 4.3.9. All dates in the Charge Date field in the One-Time Charge records must match the Charge Period End Dates in the rebilled charges, and there must be a One-Time Charge record for each charge period.

Section 5.4.4(3) diagram:



- For consistency, it was agreed that the following should be added to 5.4.4(3)(c): Each One-Time Charge record must not include any adjustments for periods for which the retailer was not the retailer of record.
- There were no objections to the proposed revisions to Section 5.4.4(3).

8 Other issues

Revised March 2015:

- In order for a distributor such as EPCOR Distribution & Transmission to retain tariff billing data in its original format for two years instead of three (as prescribed in Section 2.14 (of version 2.0)), it must provide multiple One-Time Charge records that align with the charge periods when performing cancels and rebills of charges, as described in Section 5.4.4, spanning beyond the period that the distributor has tariff billing data in its original format.

Original:

- In order to align EPCOR Distribution & Transmission's two-year data retention period with the requirements contained in Section 4.3.9 One-Time Charge record, AUC staff agreed to change the language in Section 4.3.9 to recognize that, in cases where EPCOR Distribution & Transmission is not able to align One-Time Charge record dates to original Tariff Charge record dates, the one-time charge adjustments would use the prior period adjustment code (PPAC).

Revised March 2015:

- The AUC would like to clarify the use of "PPAC":
"PPAC" is only to be used in the OCF in the case where a cancel and rebill is for periods beyond the distributor's data retention period and the date in the Charge Date field of the One-Time Charge record does not correspond to the charge period being corrected.
"PPAC" is not to be used if the distributor can align the One-Time Charge records with the charge periods when performing cancels and rebills of charges, spanning beyond the period that the distributor has tariff billing data in its original format.
- For consistency and clarification purposes, the AUC will change 4.3.9(4) to read as follows:
(4) Where tariff charges apply, the One-Time Charge records disclosed in a tariff bill file should fall within the current billing period dates specified in the Site Header record. One-time charges for a previous billing period could be presented in a subsequent billing period but should only occur on an exception basis, or in the case where a cancel and rebill is for periods beyond the distributors' data retention period as required under Section 5.4.4.

Original:

- The group agreed to the suggestion that Section 4.3.9 be updated to accommodate EPCOR Distribution & Transmission's data retention period and its use of PPAC.
- AUC staff agreed to revise language contained in Section 4.3.9 to include the prior period adjustment code (PPAC).

ACTION: AUC staff to revise language contained in Section 4.3.9 to include the prior adjustment code (PPAC).

9 Next steps

- AltaGas Utilities reminded the group that it will be applying for a temporary exemption to Section 5.4.1(2) as it cannot fulfill the "must" requirement with its current billing system. It plans on making a change to its billing system to allow for this.
 - The group had no questions or objections for AltaGas Utilities and its plan to apply for a temporary exemption under Section 5.4.1(2).
- AUC staff noted that it will be preparing a draft meeting summary for this meeting and would circulate it to the group for comments. In the New Year, it will issue a stakeholder comment table and formal Bulletin. AUC staff will aim to have rule changes completed by March 31, 2015, but will communicate with the group on the timing of these changes.