

**APPENDIX III  
CHAPTER 25  
RECORDS, REPORTS, AND OTHER INFORMATION  
THAT MAY BE REQUIRED**

This appendix lists other sections of the commission's Substantive Rules, **in addition to those found in Chapter 25, Subchapter D**, that contain additional requirements for records, reports, and other required information that electric utilities, apartment owners or other persons may be required to provide to the commission. This appendix is to assist persons in locating the requirements. Failure to list a requirement in this appendix does not relieve the person responsible for filing the information of the requirement.

DESCRIPTION OF RECORD	RULE LOCATION
Records of deposit	§25.24(i)
Billing information	§25.25
Written plan for Spanish Language requirements	§25.26(b)
Documentation of switchovers	§25.27(c)
Record of complaints	§25.30(c)(3)
Maps and description of all electric utility facilities	§25.31(b)(4)
Customer information packets	§25.31(c)
Price to beat filing requirements	§25.41(f)(1)(C), (f)(3)(A) and (D), and (I)
Quarterly reports beginning January of each year - reporting customer information	§25.43(s)(1)-(3)
Voltage surveys	§25.51(e)(2)
Record of interruption	§25.52(d)
Summary Report of significant interruptions	§25.52(e)
Emergency Operations Plan	§25.53
Report on Change in Control, Sale of Property, Purchase of Stock, or Loan	§25.74
Quarterly Wholesale Electricity Transaction Information	§25.93
Electric utility's report on utility's activities by May 1 of each year	§25.94
Storm Hardening Plan Summary shall be filed and updated at least every five years	§25.95(d)
Vegetation Management report due May 1 of each yr.	§25.96(f)
Employee Training Report	§25.97(d)
Five Year Report	§25.97(e)
Annual Report	§25.97(f)
All new electric transmission lines shall be reported to the Commission	§25.101(b)(3)

DESCRIPTION OF RECORD	RULE LOCATION
Repair or construction of transmission facilities due to emergency operations shall be reported to the Commission	§25.101(c)(3)
Routine activities associated with transmission facilities shall be reported to the Commission	§25.101(c)(5)
Power Marketers: Registration or Proof that Registered with FERC; initial information	§25.105(b)(2), (c) and (d)
Quarterly financial information demonstrating continued compliance with (f)(4)	§25.107(f)(4)
Requirements for reporting and changing the terms of a retail electric provider certificate	§25.107(i)
Post-registration requirements for self-generators and power generation companies	§25.109(g) and (h)
Post-registration requirements for aggregators	§25.111(i)
Requirements for a person seeking to register as a broker	§25.111(c)
Meter Records	§25.122
Records of certifications and calibrations	§25.124(d)(5)
Report detailing meter tampering due April 1 of each calendar year	§25.125(e)
Report detailing meter tampering due April 1 of each calendar year	§25.126(i)
Record of station output and purchases of energy	§25.127(b)
Record of automatic circuit breaker operations	§25.128(b)
Each TDU shall retain the signed, written acknowledgement for at least two years after a non-standard meter is removed from a customer's premises	§25.133(d)(1)(D)
Maintain records and reports re: billing from the utility to the apartment house owner, calculation of the average cost per billing unit	§25.141(c)
Maintain records and reports re: billing from the utility to the apartment owner, calculation of the average cost per billing unit, all submeter readings and test results and tenant billings	§25.142(c)
Annual reports on new generating facilities owned or operated in Texas	§25.172(h)
Annual report by program administrator pertaining to renewable energy power generators and retail entities	§25.173(g)(11)
Energy efficiency plans and reports shall be filed by April 1 of each year	§25.181(l)
Evaluation, measurement, and verification (EM&V) contractor's report	§25.181(o)

DESCRIPTION OF RECORD	RULE LOCATION
Reporting and evaluation of energy efficiency programs	§25.183
Tariff for wholesale transmission service at distribution level voltage	§25.191(d)(2)(C)
Current year's average 4CP demand for each DSP	§25.192(d)
TSPs shall file reports that will permit the Commission to monitor their transmission costs and revenues	§25.192(h)(7)
Semi-annual reports required to monitor costs recovered through the TCRF clause	§25.193(e)
Contracts for all new interconnection agreements	§25.195(e)
Pre-Interconnection studies for network interconnection of distribution generation	§25.211(i)
Designation of utility's dist. gen. contact person	§25.211(l)(2)
Reporting requirements for applications received for interconnection and parallel operation of distributed generation	§25.211(n)
Testing of protection systems – Customer will maintain records of maintenance activities and a log of generator operations for generation systems greater than 500 kW.	§25.212(i)
T&D utilities shall file tariffs for metering within 60 days of effective date	§25.213(b)(7)
Electric utility costs separation compliance filing	§25.221(d) and (e)
Descriptions of energy services	§25.223(f)
Tariff to implement service request by General Land Office	§25.227(e)
Monthly reports containing all information required to monitor monthly fuel-related costs and revenues, . . .	§25.235(c)
Petitions to revise fuel factors.	§25.237(d)
Monthly reports of PCRf over- and under-recovery amounts until no amounts remain	§25.238(k)
Tariffs	§25.241
Rates for sales to qualifying facilities	§25.242(d)(2)
Data requests for large electric utilities (avoided costs, addition of capacity, estimated capacity costs, etc.)	§25.242(e)(2) and (4)
Specific requirements for small electric utilities (avoided costs, capacity, etc.)	§25.242(e)(3)
Financial and operating reports pursuant to §25.73	§25.243(h)
Affidavit certifying that the TDU has accurately	§25.244(d)

DESCRIPTION OF RECORD	RULE LOCATION
identified and billed nonresidential secondary service customers who cannot be charged a demand ratchet	
Rate filing package	§25.246(c)(1)
Rate filing package	§25.247(b)
Filing requirement for non-investor-owned transmission service providers: complete application for either a comprehensive transmission cost of service review or an interim update	§25.247(d) and (e)
Report to renewable energy tariff subscribers	§25.251(h)
Customer education program for renewable energy	§25.251(j)
Request for approval of environmental clean-up cost effectiveness determinations	§25.261(e)
Obligation to file a true-up proceeding	§25.263(d)
REPs shall provide information to the independent third party as needed for calculations of true-up of PTB revenues	§25.263(j)(6)
Accounting policies and procedures that assure the electric utility is adequately compensated by the holding company or affiliate	§25.271(c)(2)(E)
Notice of conflict with FERC or SEC orders or regulations regarding Code of Conduct	§25.272(b)(3)
Update to affiliate's internal code of conduct and compliance plan	§25.272(i)(2)
Code of Conduct compliance audits	§25.272(i)(3)
Code of Conduct informal complaint procedure	§25.272(i)(4)
Notice of conflicts with FERC or SEC orders or regulations regarding contracts between electric utilities and competitive affiliates	§25.273(b)(3)
Contracts with competitive affiliates	§25.273(e)
Written declaration of structural or functional unbundling	§25.275(b)(2)
Report of total metered electric energy delivered through TDBU's system (annual filing)	§25.275(b)(6)
Annual report of code-related activities	§25.275(d), including information in (e), (f), (n)(2)(E), and (o)(1)(h)
Report of deviations from code of conduct	§25.275(g)
Employee transfers and temporary assignments	§25.275(i)(2)(C) and (D)
Separate books and records	§25.275(i)(4)
Notice of newly created affiliates	§25.275(h)
Notice of provision of aggregate customer information	§25.275(l)(2)

Code implementation filing	§25.275(n)(1)
Complaint procedure	§25.275(n)(2)
Records of transactions involving competitive energy-related activities	§25.275(o)(1)(D)
Reporting and auditing requirements	§25.275(o)(3)
Agreements between electric utilities and institutional trustees or investment managers	§25.301(b)(3)
Cost study and funding analysis	§25.303(f)(2)
Annual report due on May 15 of each year on status of Decommissioning Trust Fund	§25.303(f)(6)
Annual report due by May 1 of each year on status and administration of trusts	§25.304(g)
Business separation plan	§25.342(c) and (e)
Petitions relating to the provisions of competitive energy services	§25.343(d)
Filing requirements for competitive energy services	§25.343(e)
Cost separation	§25.344(c)
Recovery of stranded costs	§25.345(g)
Allocation of stranded costs	§25.345(h)
Persons owning or operating new on-site generation or eligible on-site generation shall file information required by §25.105	§25.345(i)(6)
Annually - TSPs and transmission service customers in the ERCOT region shall provide to ERCOT historical information concerning peak loads and resources connected to the TSPs system	§25.361(h)
ERCOT annual report, operations report and plan, quarterly report, emergency, and meeting periodicity report as listed in subsection (i).	§25.362(i)
Reporting requirement	§25.367(j)
Utilities' annual report due January 31 <sup>st</sup> of each year reporting completion of items required.	§25.422(f)
Reporting by market participants and independent organizations (status reports due)	§25.431(j)(3)
Retail competition pilot project compliance filings	§25.431(l)
System benefit fee annual report	§25.457(g)
Monthly activity report of discounts or bill payment assistance in order to request reimbursement	§25.457(j)
Two monthly reports: 1) amount of system benefit fee collected and paid by the entity's retail customers; and 2) amount of system benefit fee paid by the transmission and distribution only customers	§25.457(k)
Record retention requirements	§25.474(i)

Performance reports showing actual and estimated meter reads, etc.	§25.474(p)(3)
Records of deposits	§25.478(h)
Annual reporting requirement	§25.480(n)
Record of customer notifications	§25.484(g)
Record of all telephone numbers contacted or attempted to contact for telemarketing purposes	§25.484(i)
Language requirements	§25.486(e)
Required disclosures	§25.486(f)
Client agent requirements	§25.486(g)
Record retention	§25.486(l)
Success rate in processing standard electronic move-in requests for residential customers; and success rate in processing requests for reconnection of electric service	§25.490(c)
Retail electric provider annual reports	§25.491(c)
TDU shall report to the commission by March 1 of each year beginning in 2012, the number of customers for each type of customer and number of applications rejected as a result of incomplete forms, the number of requests from REPs for disconnection, and the number of disconnections and reconnections completed.	§25.497(i)
Records relative to market participants' activities in the ERCOT	§25.503(n)(2)
Resource and transmissions information shall be provided to ERCOT	§25.505(e)
Non-compliance report and record	§25.507(f)
Report due April 15 of each yr. - number of MW procured in each period, total dollar amount spent, the number and level of EEA events and the number of duration of deployments	§25.507(g)