

CHECKLIST FOR BSUP APPLICATION
(Non-Regulated Entities with 2 or more electricity business related)

COMPANY NAME: _____

I. One Folder containing the following information:	REMARKS
<p>Section 1- Current Structure</p> <ol style="list-style-type: none"> 1. Diagrammatic representation of the corporate structure 2. Description of each of the activities undertaken by each judicial entity identified in the diagrammatic. 	
<p>Section 2 - Details of business segments</p> <ol style="list-style-type: none"> 1. Number of individuals who are engaged in the activities of the business segment or other activities of the company for which individuals are engaged. 2. Description of any assets or facilities that are utilized solely in a particular business segment activity. 3. Description of any assets or facilities that are utilized in both that business segments or any other business segment activities in which such assets are utilized. 	
<p>Section 3 - Accounting Separation</p> <ol style="list-style-type: none"> 1. Clear separation of accounts between business activities/segments. 2. Express statement that it incorporates by reference to Articles II, III and IV of the BSG as the provision regarding accounting separation with which it and its affiliate comply. 3. Compliance with any parts of Articles II, III, and IV of the business separation guidelines as amended is not reasonably practicably it must set out: <ol style="list-style-type: none"> a.) The precise parts of those articles with which it considers compliance is not reasonably practicable. b.) The reasons for such compliance not being reasonably practicable; and c.) Any alternative to any such part which is proposed by the electric power industry participant as being an alternative with which compliance is reasonably practicable. 	
<p>Section 4 - Description of separation</p> <ol style="list-style-type: none"> 1. The manner in which the electric power industry participant intends to effect the separation of the business segments identified: <ol style="list-style-type: none"> a.) Creation of separate divisions or departments in the same juridical entity b.) Creation of separate juridical entities which undertake such activity. 	

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<p>2. Express undertaking that the electric power industry participant will comply with the obligations imposed on it under Article V of the Business Segment Guidelines.</p> <p>3. In the case of a distribution utility it will ensure compliance with the obligation imposed on it under Section 5.2.1 of the business separation guidelines as amended should include:</p> <p style="margin-left: 20px;">a.) The extent practicable the separation of information systems that contain the two categories of information referred to in section 5.2.1</p> <p style="margin-left: 20px;">b.) The giving by relevant employees of undertakings that they will not use the information in a way that contravenes that obligation</p>	
<p>Section 5 - Milestones and Highlights</p> <p>➤ Business segments as contemplated by item 1 of Section 4</p>	
<p>Section 6 - Code of conduct for competitive retail market participants</p> <p>➤ An express undertaking by the electric power industry participant that it will develop for approval by the ERC a plan complying with the code of conduct promulgated by the ERC to regulate matters relating to end-users, such plan shall include training and developmental programs for employees to help ensure compliance with that code.</p>	
<p>II. Accounting and Cost Allocation Manual (ACAM)</p> <p style="margin-left: 40px;">Allocation Methodologies and Factors used for costs and revenues between business segments.</p>	
<p>➤ Filled format using year _____ financial statement together with Audited financial statement for year _____ including auditors report</p>	
<p>III. One (1) electronic copy</p>	

CHECKED BY: _____ DATE _____

/CMD