

[Date]

[Name of TFO contact]

[Position]

[Company Name]

[Company Address]

Dear XXX,

Re: **Transmission Facilities Projects - Compliance Monitoring Audit of Purchase of Project Materials and Services – Project # XXX**

As you may be aware, the Alberta Electric System Operator (AESO) monitors market participant compliance with the ISO Rules. In accordance with Subsection 9.1.5.8 of the ISO Rules we are, herewith, directing a Compliance Monitoring Audit of the purchasing procedures undertaken for the construction of the above Transmission Facilities Project.

[TFO] is the Designated TFO for Project # XXX.

A complete and detailed description of the Compliance Monitoring Audit process can be found in [ISO rule 9.1.5 Compliance Monitoring Audit](#) section in the AESO's website, for your further information.

Information Requests

In accordance with Subsection 103.12 of the ISO Rules, we are issuing an Information Request to [TFO] to facilitate our Compliance Monitoring Audit of this Project. This information will be used to identify the Compliance Monitoring Audit samples for testing.

- 1) We request that you prepare and forward to us, a summary of the Project Materials (Project Materials as defined in the AESO's Consolidated Authoritative Document Glossary) of this Project for which monthly Project Progress Reports or a Final Cost Report has been submitted to the AESO. A sample template of the summary of Project Materials is available in the AESO website.
- 2) In addition to the summary of Project Materials, please include reconciliation between the total amounts in the summary of Project Materials and the comparable monthly Project Progress Report or Final Cost Report, if there are any differences. This is for us to understand what you have included and/or excluded from the summary of Project Materials of the Project under audit.
- 3) We also request that you provide us with a detailed breakdown of engineering costs. The details should enable the AESO to assess the appropriateness of excluding these costs from Project Materials as defined in the ISO *Consolidated Authoritative Document Glossary*.

We request that you respond to this Information Request by no later than [DATE]. We will convey to you the Compliance Monitoring Audit samples for testing after we receive this information.

If you are unable to meet this timeline or have any questions regarding this Compliance Monitoring Audit, please contact [AESO contact].

Yours truly,

[AESO Compliance Contact]

cc: XXX

DRAFT