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|---------------------|----------------------------|-----------------|-----|
| AGENCY NAME: | Office of Regulatory Staff | | |
| AGENCY CODE: | R060 | SECTION: | 073 |

**Fiscal Year 2016-17
Accountability Report**

SUBMISSION FORM

| | |
|-----------------------|---|
| AGENCY MISSION | The Office of Regulatory Staff represents the public interest in utility regulation by balancing the concerns of the using and consuming public, the financial integrity of public utilities, and the economic development of South Carolina. |
|-----------------------|---|

| | |
|----------------------|--|
| AGENCY VISION | <ol style="list-style-type: none"> 1. The ORS is responsive to the public. 2. The ORS promotes excellence in each regulated industry. 3. The ORS' operations provide value to the citizens of South Carolina. 4. The ORS is alert and anticipates state and federal regulatory and industry developments and their effects on South Carolina. 5. The ORS' operations are marked by professional excellence. |
|----------------------|--|

Please state yes or no if the agency has any major or minor (internal or external) recommendations that would allow the agency to operate more effectively and efficiently.

| | |
|---------------------------------------|----|
| RESTRUCTURING RECOMMENDATIONS: | No |
|---------------------------------------|----|

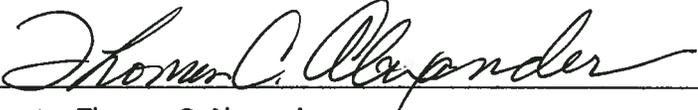
Please identify your agency's preferred contacts for this year's accountability report.

| | <u>Name</u> | <u>Phone</u> | <u>Email</u> |
|---------------------------|-----------------|--------------|--------------------------|
| PRIMARY CONTACT: | Renee Herndon | 803-737-0837 | rherndon@regstaff.sc.gov |
| SECONDARY CONTACT: | Florence Gailey | 803-737-0807 | fgailey@regstaff.sc.gov |

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I have reviewed and approved the enclosed FY 2015-16 Accountability Report, which is complete and accurate to the extent of my knowledge.

| | |
|--|---|
| AGENCY DIRECTOR (SIGN AND DATE): (TYPE/PRINT NAME): |  9/20/17 |
| | C. Dukes Scott |

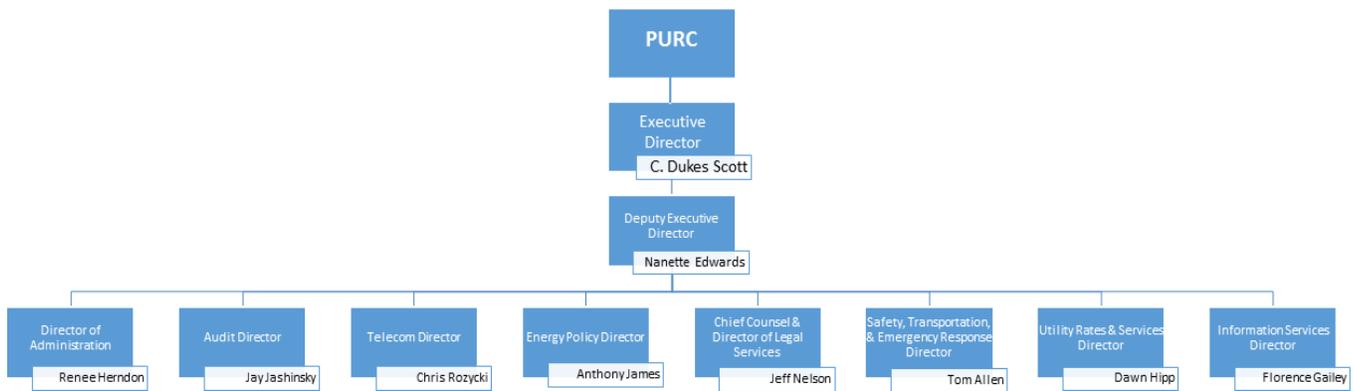
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|---|---|
| BOARD/CMSN CHAIR (SIGN AND DATE): (TYPE/PRINT NAME): |  9/20/17 |
| | Senator Thomas C. Alexander |

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AGENCY'S DISCUSSION AND ANALYSIS

INTRODUCTION

The Office of Regulatory Staff (ORS) is charged with representing the public interest in utility regulation by taking a balanced approach that equally considers the concerns of the using and consuming public, the financial integrity of public utilities, and the economic development of South Carolina. Pursuant to S.C. Code Ann. §58-3-530 (2015), the State Regulation of Public Utilities Review Committee, or PURC, is the oversight body for the Office of Regulatory Staff. The ten-member PURC includes three members from the S.C. Senate, three from the S.C. House of Representatives, and four appointed by the S.C. General Assembly from the general public.



The PURC establishes goals for the ORS that form the agency's strategic plan; these goals have remained constant since the agency's inception. Performance measures are categorized as objectives or action items under the plan's goals. Each year, the PURC evaluates the agency based on its goals and performance measures. In addition, the PURC conducts an annual survey of partners who have had contact with the ORS concerning matters filed with the Public Service Commission. This includes matters negotiated by the ORS as well as matters heard by the PSC in which the ORS participated. The PURC also conducts an annual survey of ORS employees. The information from these surveys, as well as other information gathered by the PURC, is used by the PURC to evaluate the ORS performance and that of the Executive Director.

Under the ORS' overarching mission, the following five strategic goals are the touchstones for the agency's annual strategic planning and assessment of performance:

1. The ORS is responsive to the public.
2. The ORS promotes excellence in each regulated industry.
3. The ORS operations provide value to the citizens of South Carolina.
4. The ORS is alert and anticipates state and federal regulatory and industry developments and their effects on South Carolina.
5. The ORS operations are marked by professional excellence.

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This brief report covers highlights of major accomplishments and initiatives from Fiscal Year (FY) 16-17, some of which will carry into FY 17-18 and beyond. Achievements and initiatives are grouped as follows:

- **Settlements.** Over the past 13 years, the ORS has facilitated 461 settlements and agreements with monetary savings of over \$1.7 billion.
- **Economic Development.** The ORS has paved the way for billions of dollars in economic development through the review and support of economic development contracts between utilities and industries and through the successful resolution of issues potentially damaging to local or regional economies in South Carolina.
- **Energy.** Through efforts under Act 236 and with further development of the State Energy Plan, the ORS is guiding South Carolina toward a bright future in terms of energy policy.
- **Emergency Management.** The ORS has taken a lead in state emergency preparedness efforts, so much so that the ORS is now considered a leading agency when emergencies threaten South Carolina.
- **Consumer Protection and Assistance.** The ORS has successfully addressed thousands of consumer complaints, saved consumers substantial dollars through investigation and resolution of issues with utilities, and assisted at-risk consumers.

HIGHLIGHTS

Settlements

Settlement Savings. From the agency’s inception through June 30, 2017, ORS efforts have resulted in **461** settlements and agreements generating savings to consumers currently estimated at over **\$1.7 billion**.

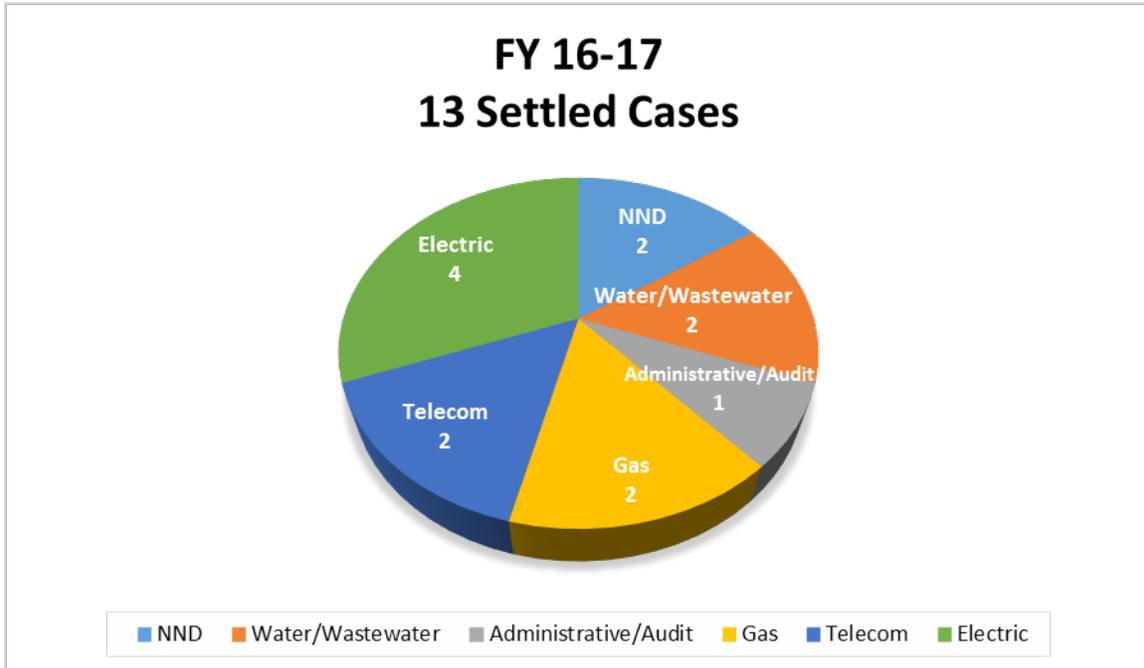
ORS Surpasses 1.7 Billion in Settlement Dollars (Totals for each fiscal year reported in millions)

| | |
|---------------------|-------------------------------|
| FY 04-05 | 63.356 |
| FY 05-06 | 95.475 |
| FY 06-07 | 59.794 |
| FY 07-08 | 114.662 |
| FY 08-09 | 147.692 |
| FY 09-10 | 198.992¹ |
| FY 10-11 | 233.461 |
| FY 11-12 | 405.436 |
| FY 12-13 | 83.097 |
| FY 13-14 | 175.000 |
| FY 14-15 | 45.983 |
| FY 15-16 | 30.816 |
| FY 16-17 | 69.388 |
| <u>TOTAL</u> | <u>\$1,723,152,297</u> |

¹In FY 09-10, an upward adjustment in savings in the United Utilities Co., Inc. (UUC) ruling (from \$409,876 to \$437,964) was made after certain year-end reports had been finalized. Hence, some of the reports indicate a total year-end settlement savings of \$198,963,808 while others indicate a total for year-end of \$198,991,896 – the difference being the \$28,088 upward adjustment in the UUC ruling.

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During FY 16-17, the ORS participated in **84** cases and facilitated **13** settlements and agreements with total projected savings to consumers of approximately **\$69 million**. The breakdown of number of settlements by industry is shown below:



Economic Development

Industry Recruitment and Retention. The ORS has supported appropriate economic incentives between utilities and industries expanding or locating within South Carolina. Examples of major economic incentives supported, listed below, total approximately **\$583.9 million** and create more than **1,400** jobs in South Carolina over the next several years.

- Carlstar Group - a global manufacturer of specialty wheels and tires for a variety of applications that is expanding its existing plant in Aiken County. Economic benefit: \$6.9 million with 40 new jobs; hiring for these new positions began in the first quarter of 2017.
- Autoneum North America, Inc. - a partner for light vehicle manufacturers around the world that develops and produces multifunctional and lightweight systems for noise and heat protection is expanding its existing Aiken County facility. Economic benefit: \$35 million with 40 new jobs expected to be created.
- Millard Refrigerated Services, LLC – Palmetto Commerce Park in Charleston - a national third-party warehousing and logistics company that is establishing a state-of-the-art 180,000 square foot cold-storage distribution facility in Charleston County. This long-term commitment includes an investment of approximately \$42 million with 87 new jobs expected to be created.
- Mercedes-Benz Vans – a global full-range supplier in the van market that is establishing a new, full-van manufacturing plant adjacent to an existing facility in the Palmetto Commerce Park in Charleston County. This long-term commitment includes an investment of approximately half a billion dollars with 1,300 new jobs expected to be created.

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Energy

State Energy Plan. The ORS completed the writing of the State Energy Plan. Over 130 professionals, representing more than 50 organizations, participated in the process that produced over 80 policy recommendations. From this large group of recommendations, ORS staff and the Energy Plan Steering Committee identified a list of eight top-tier recommendations, which were the primary focus of a presentation of the Plan given to PURC in April 2017. At the time of this writing (August 2017), study committees have begun meeting to address the eight top-tier recommendations. This work will continue into FY 17-18 and beyond.

Act 236 – Net Metering and DER Programs. The ORS continued to fulfill its responsibilities arising from Act 236, or the Distributed Energy Resource (DER) Program Act. Staff worked with stakeholders to complete reports required by Act 236, such as a DER and net metering report that was due in July 2017. In addition, the ORS provided technical assistance to electric customers and solar developers on renewables-related topics such as interconnection, solar leasing, avoided costs, and other items related to Act 236.

Act 236 and Solar Leasing – The ORS continued the third-party solar leasing program. Its work included issuing certificates to leasing companies, assisting customers with complaints or questions, and tracking leased equipment installations. By the end of FY 16-17, the ORS certified 21 solar leasing companies (up from 16 in the initial year of FY 15-16); additional applications are pending at the time of this writing.

Energy Office Savings to the Public. The ORS Energy Office saved the public approximately **\$31 million** through a variety of energy efficiency initiatives including, but not limited to:

- Provided state agencies and nonprofits with low-interest loans totaling \$2,435,726 resulting in projected lifetime monetary savings to borrowers of \$4.7 million
- Provided state agencies and nonprofits with \$30,000 in mini-grants to spur innovation, thereby resulting in projected monetary lifetime savings of approximately \$119,000
- Awarded 12 Accredited Commercial Energy Manager certifications
- Approved approximately \$886,000 in renewable tax credits and incentives

Nuclear Construction Oversight. In the coming months, the ORS will continue to monitor SCE&G’s VC Summer project, including the withdrawn filing. The agency will serve as a resource to the General Assembly, the Governor, and other stakeholders to find the best solution for the rate payers and for South Carolina. In addition, the ORS will continue to work on the State Energy Plan to address South Carolina’s energy future and develop sound energy policy that will move the State forward.

EMERGENCY MANAGEMENT

ORS staff assigned to EMD duties worked long hours during the activation for Hurricane Matthew in October 2016. Electrical outages reached a peak of approximately 862,000 on October 9th; by the 14th, only 31,000 outages remained, an absolutely remarkable restoration. As many as 8,500 line personnel worked through the night, sometimes in adverse environmental conditions, to restore electric service to South Carolinians. The ORS coordinated with law enforcement, electric utilities, and other state agencies to get the utility crews and petroleum trucks into the damaged areas.

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A leak, and subsequent shutdown, of a Colonial Pipeline Company pipeline in Alabama caused gasoline shortages in much of the Southeast in September. At the height of the problem, ORS staff patrolled the entire State to determine which gas stations were affected. The ORS worked with the U.S. Department of Energy, the Energy Information Administration, the S.C. Emergency Management Division (EMD), the Governor’s Office, county governments, and others to provide information regarding restoration of gasoline to affected areas.

The ORS continued to work on the statewide consumer evacuation refueling plan in FY 16-17 and collaborated with SC DOT, Highway Patrol, SCEMD, and counties along the I-26 corridor to work on priority fuel stops.

Consumer Protection and Assistance

The ORS provided both consumers and utilities the support to arrange installment payments, extensions to payment due dates, manageable security deposits, and access to community financial assistance resources. The agency worked with consumers and utilities to recover funds due to erroneous charges, refunds of deposits, unauthorized charges, incorrect rates being charged, or disputes about charges.

In addition, the agency has initiated consumer-assistance programs such as the deposit waiver for domestic violence victims. In FY 16-17, this program benefited **33** individuals who were victims of domestic violence. The program resulted from an innovative agreement facilitated by the ORS with each of the investor-owned electric and gas utilities and women’s shelters to waive the initial credit and deposit requirements for domestic violence victims. Since its inception several years ago, the program has benefited **375** individuals.

The South Carolina Equipment Distribution Program (SCEDP), housed within the ORS, helps consumers who are hearing- or speech-impaired by providing them with specialized telephone equipment. In FY 16-17, SCEDP continued its outreach around the State. The program received and reviewed 676 applications, approved 592 applications, coordinated and shipped 1,532 pieces of equipment, and coordinated equipment installation for 54 clients. For its efforts, SCEDP was featured in an issue of AARP magazine.

Risk Assessment and Mitigation Strategies

To address South Carolina’s energy future, the ORS plans to employ the following strategies:

- 1) **State Energy Plan.** Through the eight top-tier recommendations produced from the Plan, the ORS and its partners will work on securing South Carolina’s energy future.

We recommend that the General Assembly continue to provide the outstanding support that has allowed the creation of this State Energy Plan.

- 2) **Electric Generation Needs of SC.** The ORS will work with the General Assembly to identify and address South Carolina’s electric generation needs, both now and in the future.

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Strategic Planning Template

| Type | Goal | Item # Strat | Object | Associated Enterprise Objective | Description |
|------|------|-----------------|--------|--|--|
| G | 1 | | | Public Infrastructure and Economic Development | The ORS' operations provide value to the citizens of South Carolina through financial savings as well as through programs and initiatives that represent the public interest and improve citizens' |
| S | | 1.1 | | | Provide financial benefit to the citizens of South Carolina |
| O | | | 1.1.1 | | Increase savings realized by an average of 3% by FY19. |
| O | | | 1.1.2 | | Complete 100% of audits of filed applications for general rate increases. |
| S | | 1.2 | | | Implement a Comprehensive State Energy Plan |
| O | | | 1.2.1 | | Develop action plans around the eight top-tier recommendations of the Energy Plan. |
| O | | | 1.2.2 | | Promote awareness of the Energy Plan. |
| G | 2 | | | Government and Citizens | The ORS is responsive to the public through efficient, continuous communication and outreach |
| S | | 2.1 | | | Keep Governor, Governor staff, PURC, General Assembly Informed During EMD Events. |
| O | | | 2.1.1 | | 100% Restoration of Energy Systems. |
| O | | | 2.1.2 | | Respond to legislative requests. |
| S | | 2.2 | | | Keep Governor, PURC Advised On Energy and Public Utilities Matters |
| O | | | 2.2.1 | | Provide monthly review letter. |
| O | | | 2.2.2 | | Respond to legislative requests. |
| S | | 2.3 | | | Activate ESF-12, Natural Gas and Rail Safety Teams Upon Incident. |
| O | | | 2.3.1 | | Coordinate restoration, ensure fuel supply for re-entry during EMD event. |
| O | | | 2.3.2 | | Respond to Natural Gas and Rail Safety events in coordination with federal agencies. |
| S | | 2.4 | | | Optimize public education and outreach. |
| O | | | 2.4.1 | | Increase distribution of education materials by 2% on average by FY19. |
| - | | | | | |
| - | | | | | |

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Performance Measurement Template

| Item | Performance Measure | Last Value | Current Target Value | Current Value | Future Target Value | Time Applicable | Data Source and Availability | Calculation Method | Associated Objective(s) | Meaningful Use of Measure |
|------|---|------------|----------------------|---------------|--------------------------|----------------------|---------------------------------|---|-------------------------|--|
| 1 | Inform Governor/staff/PURC/GA of EMD events. Coordinate restoration, fuel supply, for re-entry. Respond to Rail/Gas Safety incidents. | 100% | 100.00% | 100% | 100%/incidents activated | 7/1/2017 - 6/30/2018 | EMD Director/Safety Staff | Attendance records | 1.2.1, 1.2.2 | Increase responsiveness to the public |
| 2 | Increase publication and distribution of materials by 2% on average | 38,425 | 39,255 | 41,000 | 41,820 | 7/1/2017 - 6/30/2018 | Performance reporting - monthly | Sum of Publication and Distribution Materials by Department | 2.4.1 | Educate the consuming public |
| 3 | Increase savings realized to customers by 3% on average by FY19 | 30,816,099 | 31,800,000 | 69,388,029 | 32,500,000 | 7/1/2017 - 6/30/2018 | Performance reporting - monthly | Sum of Financial Values Reported by Department | 1.1.1 | Provides value to the citizens of South Carolina |

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Program Template

| Program/Title | Purpose | FY 2016-17 Expenditures (Actual) | | | | FY 2017-18 Expenditures (Projected) | | | | Associated Objective(s) |
|--|---|----------------------------------|--------------|------------|--------------|-------------------------------------|--------------|------------|--------------|--|
| | | General | Other | Federal | TOTAL | General | Other | Federal | TOTAL | |
| I. Office of Executive Director (includes Executive Director, Deputy Executive Director, Public Information and Legal) | Provide leadership for the agency; Provide information to the public regarding ORS; Represent ORS and the public in legal proceedings before the Public Service Commission; Provide legal services to ORS. Regulate a statewide program to provide access to basic phone service for the hearing and speech impaired. | \$ - | \$ 1,111,229 | \$ - | \$ 1,111,229 | \$ - | \$ 2,168,925 | | \$ 2,168,925 | 1.1.1, 1.2.2, 2.1.1, 2.1.2, 2.2.1, 2.2.2, 2.3.1, 2.3.2 |
| II. Support Services (Consumer Services, Audit, Administration) | Provide customer service to consumers, transportation companies, and regulated utilities; Perform audits of regulated utilities; Support ORS in finance and administration | \$ - | \$ 1,899,030 | \$ - | \$ 1,899,030 | \$ - | \$ 1,491,109 | | \$ 1,491,109 | 1.1.2, 2.1.1, 2.1.2, 2.2.2, 2.4.1 |
| III. Telecom, Transportation, Water/Wastewater | Monitor regulated telecommunications, water and wastewater utilities; Monitor transportation carriers; Ensure safety of State railways | \$ - | \$ 1,208,331 | \$ - | \$ 1,208,331 | \$ - | \$ 1,079,645 | | \$ 1,079,645 | 1.1.1, 2.1.1, 2.1.2, 2.2.2, 2.3.1, 2.3.2, 2.4.1 |
| IV. Electric and Gas | Monitor regulated electric and gas utilities; Ensure safety of gas pipelines | \$ - | \$ 979,392 | \$ - | \$ 979,392 | \$ - | \$ 1,219,643 | | \$ 1,219,643 | 1.1.1, 2.1.1, 2.1.2, 2.2.2, 2.3.1, 2.3.2, 2.4.1 |
| V.A. Energy Programs | Promotes energy efficiency and cost savings through financial assistance, energy audits and assessments, technical assistance, workshops, training, publications, and other informational activities. | \$ - | \$ 180,199 | \$ 653,048 | \$ 833,247 | \$ - | \$ 407,936 | \$ 459,775 | \$ 867,711 | 1.1.1, 1.2.1, 1.2.2, 2.1.2, 2.2.2, 2.4.1 |
| V.B. Radioactive Waste | Provide management oversight of the radioactive waste disposal facility in Barnwell County. | \$ - | \$ 272,361 | \$ - | \$ 272,361 | \$ - | \$ 409,432 | \$ - | \$ 409,432 | 1.2.1, 1.2.2, 2.1.2, 2.2.2, 2.4.1 |
| VII. Employee Benefits | Retirement, health and dental, other benefits | \$ - | \$ 1,448,486 | \$ 150,821 | \$ 1,599,307 | \$ - | \$ 1,725,028 | \$ 150,315 | \$ 1,875,343 | All |
| | | | | | \$ - | | | | \$ - | |
| Total All Programs | | \$ - | \$ 7,099,028 | \$ 803,869 | \$ 7,902,897 | \$ - | \$ 8,501,718 | \$ 610,090 | \$ 9,111,808 | |

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Legal Standards Template

| Item # | Law Number | Jurisdiction | Type of Law | Statutory Requirement and/or Authority Granted | Does this law specify who (customer) the agency must or may serve? (Y/N) | Does the law specify a deliverable (product or service) the agency must or may provide? (Y/N) |
|--------|--|--------------|-------------|---|--|---|
| 1 | 58-4-10 | State | Statute | Establishes ORS as the state agency charged with representing the public interest in regulated utility matters before state and federal agencies and courts. | Yes | Yes |
| 2 | 58-4-50 | State | Statute | Investigate, review, and make recommendations regarding complaints, utility service, billing, and other issues concerning regulated utilities. | Yes | Yes |
| 3 | 58-9-10, et. seq.; 58-9-280; 58-9-2500, et. seq.; 58-23-10, et seq; 58-5-210 | State | Statute | Administer the State Universal Service Fund and ensure telephone utilities are in compliance, enforce motor carrier compliance, and represent the public interest in water/wastewater rate cases and proceedings. Administer and promote a statewide program to provide telephone access to persons who are speech or hearing impaired. | Yes | Yes |
| 4 | 57-27-10, et. seq.; 58-5-400 | State | Statute | Investigate, review and make recommendations concerning regulated electric and gas matters. | Yes | Yes |
| 5 | 48-52-10, et. seq. 48-46-20 | State | Statute | Establishes the Energy Office as the principal energy planning entity for the State. | Yes | Yes |
| 6 | 48-52-440 | State | Statute | With the exception of certain federal programs, all funds allocated or directed to this State by the federal government related to energy planning, energy conservation, and energy efficiency shall be directed to the Energy Office who shall distribute them in accordance with federal law and in accordance with Title 48, Chapter 52. | Yes | Yes |
| 7 | 48-46-20 | State | Statute | The ORS shall approve disposal rates for low-level radioactive waste. | Yes | Yes |
| 8 | H.3720 | State | Statute | State Appropriations Act/State Fiscal Accountability Authority | Yes | Yes |

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Customer Template

| Divisions or Major Programs | Description | Service/Product Provided to Customers | Customer Segments | <i>Specify only for the following Segments: (1) Industry: Name; (2) Professional Organization: Name; (3) Public: Demographics.</i> |
|--|---|---|---------------------------------|--|
| Energy Office | This division is responsible for serving as the principle planning entity for the state. | Develop a Plan for State Energy Policy. | Executive Branch/State Agencies | |
| | | | Legislative Branch | |
| | With some exceptions, this division is responsible for federal funds allocated to the State for energy planning, energy conservation, transportation and energy efficiency. | Distribute funds in compliance with federal law for energy related programs with the advice of the Energy Advisory Council. | Local Govts. | |
| | | | School Districts | |
| | | | Industry | Sportsman Boat |
| This division is responsible for assisting state agencies and public school districts in meeting the goal of reducing energy consumption by 20% by 2020. | Review and monitor annual energy conservation reports and provide a report to the General Assembly on progress towards the goal by Dec. 31st each year. | School Districts | | |
| | | Executive Branch/State Agencies | | |
| | | Legislative Branch | | |
| Telecommunications Relay/EDP | This division is responsible for administering and promoting a statewide program to provide telephone access to persons who are speech or hearing impaired. | Provide access to telephone relay service and specialized telecommunications equipment for the hearing/speech impaired. | Industry | Energy Solutions |
| | | | General Public | Persons who are qualified by an audiologist/medical professional as having a hearing/speech impairment. |
| | | | General Public | Persons who have a hearing/speech impairment. |
| | | | Legislative Branch | |
| | | | General Public | Persons who have a hearing/speech impairment. |
| Telecommunications Dept. | This division has responsibility over regulated telecommunications services. | Review tariff filings and requests for authority to operate as a telephone utility. | Industry | Competitive Local Exchange Carriers; Carriers of Last Resort; Interexchange Carriers; Payphone Providers; Inmate Services Providers |
| | | | Legislative Branch | |
| | | | Industry | For USF: Carriers of Last Resort |
| | | | General Public | Persons who are qualified by an audiologist/medical professional as having a hearing/speech impairment. |
| Transportation | This division enforces Title 58, Chapter 23 Motor Carrier regulations and laws for passenger vehicles, Household Goods movers, and Hazardous Waste Disposal Carriers. | Provide customers the information they need and the protections afforded by law. | General Public | Provides all members of the public assurance that the regulated motor carrier has legally required insurance and meets other mandated regulatory requirements that safeguard the public. |
| | | | Industry | All passenger vehicles (taxis, limos, Uber), household goods movers (intrastate only), and hazardous waste (intrastate only). |

| | | | | |
|----------------------------|--|--|---------------------------------|--|
| | | | Professional Organization | Tariff Bureau |
| Consumer Services | This division is responsible for handling consumer complaints and inquiries related to regulated utilities. | Provide a no-cost forum for consumers to obtain information and to resolve disputes with their utility provider. | General Public | All classes of customers (residential, business, and industrial). |
| | | | Legislative Branch | |
| | | | Executive Branch/State Agencies | |
| Utility Rates and Services | This division is responsible for reviewing requests that impact customers utility rates | Represent the public interest in regulated utility matters before the Commission. | General Public | All classes of customers (residential, business, and industrial). |
| | This division is responsible for enforcing required reporting and Commission orders, rules and regulations. | Represent the public interest before the Commission such that adequate and reliable utility services are provided. | General Public | All classes of customers (residential, business, and industrial). |
| | | | Industry | All regulated investor owned electric, gas, and water/wastewater utilities. |
| Audit | This division audits, examines and investigates filings by regulated entities. | Remove nonallowables so that rates are established based upon proper regulatory accounting principles. | General Public | All classes of customers. |
| | | | Industry | All regulated telecommunications providers; all regulated motor carriers; and all regulated investor owned electric, gas and water/wastewater utilities. |
| Safety | This division coordinates with federal agencies (Federal Railroad Administration and PHMSA) for rail and natural gas pipeline safety. | Enforce the provisions of the SC Gas Safety Act in cooperation with PHMSA. | Industry | Natural Gas pipeline entities (note some entities are municipal). |
| | | | General Public | Members of the public who could be impacted by natural gas pipeline safety. |
| | | Examine and report on track and operating practices (RailRoad Report Due Annually). | Legislative Branch | |
| | | | General Public | Members of the public who could be impacted by rail safety matters. |
| Emergency Response | This division coordinates with electric and natural gas utilities, South Carolina Emergency Management Division, County Governments and other state agencies to ensure restoration of energy systems and provision of petroleum products during emergencies and natural disasters. | Assess the extent of damage of energy systems and provide information to EMD and the Governor; coordinate, monitor and report the restoration of energy systems; coordinate consumer fuel operations during emergencies. | General Public | Members of the public who are impacted by emergencies or natural disasters. |

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Partner Template

| Name of Partner Entity | Type of Partner Entity | Description of Partnership | Associated Objective(s) |
|---|-------------------------------|--|---------------------------|
| SCANA | Private Business Organization | Regulated utility | 1.1.1;1.1.2; 2.1.1; 2.3.1 |
| North Carolina Utilities Commission- Public Staff | State Government | Share information regarding common regulated utilities | 1.1.1;1.1.2 |
| City of Rock Hill | Local Government | Provided input into development of State Energy Plan | 1.2.1;1.2.2 |
| SCEUC/ Fuji Photo Film, Inc. | Professional Association | Member of SCEUC, association of industrial customers in SC. Provided | 1.2.1;1.2.2 |
| SisterCare, Inc. | Non-Governmental Organization | Partner in program that waives utility deposits to qualifying applicants | 1.1.1 |
| Pacolet Milliken Enterprises | Private Business Organization | Focused on economic development and growth in SC | 1.1.1 |
| Dominion Electric | Private Business Organization | Provided input into development of State Energy Plan | 1.2.1;1.2.2 |
| AARP | Professional Association | Partner in addressing issues facing SC seniors in utility matters | 1.1.1 |
| SC Appleseed Legal Justice Center | Non-Governmental Organization | Partner in addressing issues facing SC low income consumers in utility | 1.1.1 |
| Nexsen Pruet, LLC | Private Business Organization | Represents utilities before ORS and the Commission. | 1.1.1;1.1.2 |
| McNair Law Firm | Private Business Organization | Represents utilities before ORS and the Commission. | 1.1.1;1.1.2 |
| Duke Energy Progress, Inc. | Private Business Organization | Regulated utility | 1.1.1;1.1.2; 2.1.1; 2.3.1 |
| Time Warner Cable | Private Business Organization | Regulated utility | 1.1.1;1.1.2; 2.1.1; 2.3.1 |
| Electric Cooperatives of South Carolina, Inc. | Non-Governmental Organization | Supporter in development of State Energy Plan, provides input into utility matters | 1.2.1;1.2.2;2.3.1 |
| Santee Cooper | State Government | Provided input into development of State Energy Plan | 1.2.1;1.2.2 |
| Parker Poe Attorneys & Counselors at Law | Private Business Organization | Represents utilities before ORS and the Commission. | 1.1.1;1.1.2 |
| Utilities, Inc. | Private Business Organization | Regulated utility | 1.1.1;1.1.2; 2.1.1; 2.3.1 |
| Duke Energy Carolinas, LLC | Private Business Organization | Regulated utility | 1.1.1;1.1.2; 2.1.1; 2.3.1 |
| AT&T | Private Business Organization | Regulated utility | 1.1.1;1.1.2; 2.1.1; 2.3.1 |
| SCEUC/Kimberly-Clark Corp. | Professional Association | Member of SCEUC, association of industrial customers in SC. Provided input to State Energy Plan. | 1.2.1;1.2.2 |
| Nelson Mullins Riley & Scarborough, LLP | Private Business Organization | Represents utilities before ORS and the Commission. | 1.1.1;1.1.2 |
| UBS Investment Research | Private Business Organization | Investment research analyst covering New Nuclear Development in SC | 1.1.1 |
| Elliott & Elliott | Private Business Organization | Represents utilities before ORS and the Commission. | 1.1.1;1.1.2 |
| Evans Power Consulting, Inc. | Private Business Organization | Consultant. | 1.1.1 |
| Office of the Lieutenant Governor, State of SC | State Government | Partner in disbursement of funds from a Duke settlement to support the elderly | 1.1.1 |
| Savannah River National Lab | Non-Governmental Organization | Provided input into development of State Energy Plan | 1.2.1;1.2.2 |
| CenturyLink | Private Business Organization | Regulated utility | 1.1.1;1.1.2; 2.1.1; 2.3.1 |
| The InterTech Group | Private Business Organization | Member of SCEUC, association of industrial customers in SC. Provided input to State Energy Plan. | 1.1.1;1.1.2 |
| Horry Telephone Cooperative, Inc. | Non-Governmental Organization | Regulated utility | 1.1.1;1.1.2; 2.1.1; 2.3.1 |

| | | | |
|---|-------------------------------|---|---------------------------------|
| Municipal Association of SC | Local Government | Provided input into development of State Energy Plan | 1.2.1;1.2.2 |
| Richardson Plowden Carpenter & Robinson, P.A. | Private Business Organization | Represents utilities before ORS and the Commission. | 1.1.1;1.1.2 |
| SC Dept. of Health & Environmental Control | State Government | Partner in matters that are under the jurisdiction of the Commission. | 1.2.1;1.2.2 |
| SCEUC/Michelin | Professional Association | Member of SCEUC, association of industrial customers in SC. Provided input to State Energy Plan. | 1.2.1;1.2.2 |
| Southern Environmental Law Center | Non-Governmental Organization | Provided input into development of State Energy Plan | 1.2.1;1.2.2 |
| Moore & Van Allen, PLLC | Private Business Organization | Represents utilities before ORS and the Commission. | 1.1.1;1.1.2 |
| Jones Partners, Ltd | Private Business Organization | Consultant in New Nuclear. | 1.1.1 |
| Bluffton Telephone Company, Inc. | Private Business Organization | Regulated utility | 1.1.1;1.1.2; 2.1.1; 2.3.1 |
| Wells Fargo Securities, LLC | Private Business Organization | Investment research analyst covering New Nuclear Development in SC | 1.1.1 |
| SC Small Business Chamber of Commerce | Professional Association | Partner in utility/energy matters affecting small business | 1.1.1 |
| Chesnee Communications | Private Business Organization | Regulated utility | 1.1.1;1.1.2; 2.1.1; 2.3.1 |
| Goldman Sachs & Wells Fargo | Private Business Organization | Investment research analyst covering New Nuclear Development in SC | 1.1.1 |
| Stone Mattheis Xenopoulos & Brew, PC | Private Business Organization | Represents utilities before ORS and the Commission. | 1.1.1;1.1.2 |
| Piedmont Natural Gas Company, Inc. | Private Business Organization | Regulated utility | 1.1.1;1.1.2; 2.1.1; 2.3.1;2.3.2 |
| TDS Telecom, Inc. | Private Business Organization | Regulated utility | 1.1.1;1.1.2; 2.1.1; 2.3.1 |
| Home Telephone Company, Inc. | Private Business Organization | Regulated utility | 1.1.1;1.1.2; 2.1.1; 2.3.1 |
| Popowski Law Firm, LLC | Private Business Organization | Represents utilities before ORS and the Commission. | 1.1.1;1.1.2 |
| Childs & Halligan, P.A. | Private Business Organization | Represents utilities before ORS and the Commission. | 1.1.1;1.1.2 |
| The Women's Shelter | Non-Governmental Organization | Partner representing interests in regulated utility matters | 1.1.1 |
| Frontier Communications | Private Business Organization | Regulated utility | 1.1.1;1.1.2; 2.1.1; 2.3.1 |
| Robinson, McFadden & Moore, P.C. | Private Business Organization | Represents utilities before ORS and the Commission. | 1.1.1;1.1.2 |
| Driscoll & Sheedy | Private Business Organization | Represents utilities before ORS and the Commission. | 1.1.1;1.1.2 |
| Lockhart Power Company | Private Business Organization | Regulated utility | 1.1.1;1.1.2; 2.1.1; 2.3.1 |
| Terreni Law Firm, LLC | Private Business Organization | Represents utilities before ORS and the Commission. Chairman of the committee developing the State Energy Plan. | 1.1.1;1.1.2;1.2.1;1.2.2 |
| West Carolina Rural Telephone Cooperative, Inc. | Non-Governmental Organization | Regulated utility | 1.1.1;1.1.2; 2.1.1; 2.3.1 |
| EarthLink | Private Business Organization | Regulated utility | 1.1.1;1.1.2; 2.1.1; 2.3.1 |
| Technologies Management, Inc. | Private Business Organization | Provides regulatory support to utilities. | 1.1.1;1.1.2 |
| Spillman Thomas & Battle, PLLC | Private Business Organization | Represents utilities before ORS and the Commission. | 1.1.1;1.1.2 |
| Willoughby & Hoefer, P.A. | Private Business Organization | Represents utilities before ORS and the Commission. | 1.1.1;1.1.2 |
| Womble Carlyle Sandridge & Rice, LLP | Private Business Organization | Represents utilities before ORS and the Commission. | 1.1.1;1.1.2 |
| Emergency Management Division | State Government | Provides support to address utility outages | 2.3.1;2.3.2 |
| Public Service Commission | State Government | Establishes just and reasonable rates for regulated utility services | 1.1.1;1.1.2 |
| Investor Owned Utilities | Private Business Organization | Regulated utility | 1.1.1;1.1.2; 2.1.1; 2.3.1 |
| Coastal Conservation League | Non-Governmental Organization | Provide input on the Energy Plan | 1.2.1;1.2.2 |
| South Carolina Clean Energy Business Alliance | Non-Governmental Organization | Provide input on the Energy Plan | 1.2.1;1.2.2 |
| South Carolina Solar Business Alliance | Non-Governmental Organization | Provide input on the Energy Plan | 1.2.1;1.2.2 |

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| Item | Report Name | Name of Entity Requesting the Report | Type of Entity | Reporting Frequency | Submission Date (MM/DD/YYYY) | Summary of Information Requested in the Report | Method to Access the Report |
|------|--|--|----------------|---------------------|------------------------------|---|--|
| | Railroad Transportation Activities Annual Report | South Carolina General Assembly | State | Annually | November 7, 2016 | 2006 S.C. Acts No. 318, § 58-17-140 states that ORS must provide an annual report to the General Assembly of its official acts as to the system of railroad transportation. | posted on ORS Website http://www.regulatorystaff.sc.gov/Transportation1/2014%20Annual%20Railroad%20Transportation%20Activities%20Report.pdf |
| | PHMSA Progress Report | USDOT | Federal | Annually | February 28, 2017 | Evaluates South Carolina's Progress towards Federal Damage Prevention Standards. | requested through US DOT |
| | PHMSA Program Evaluation | USDOT | Federal | Annually | February 28, 2017 | Evaluates ORS Pipeline Safety's enforcement of Federal Pipeline Safety Rules and Regulations. | requested through US DOT |
| | Fees and Fines Report | South Carolina General Assembly | State | Annually | July 19, 2016 | Discloses amounts of Fees and Fines collected by ORS Transportation. | published on ORS website http://www.regulatorystaff.sc.gov/Transportation1/Fines%20and%20Fees%20Report%20FY%202016.pdf |
| | State Energy Plan | South Carolina General Assembly | State | Annually | Variable | Establishes recommendations for state energy policy and provides relevant statistics about energy use and generation | http://www.energy.sc.gov |
| | Energy Star Mfg Home tax credit report | Legislature | Legislature | Annual | Variable | Use and projected savings resulting from tax credit. | http://www.energy.sc.gov/residential |
| | State Agency Energy Cost and Use Report | Legislature | Legislature | Annually | December 31, 2017 | Energy cost per square foot and use per square foot for state agencies, public schools and public higher education facilities. | http://www.energy.sc.gov/edata |
| | Demand Side Mgt Report | Legislature | Legislature | Annually | December 31, 2017 | Efforts by utilities to reduce customer's energy demand. | http://www.energy.sc.gov/edata |
| | South Carolina Oil Overcharge Restitution Programs Annual Report | US Department of Energy | Federal | Annually | August 23, 2017 | Program and project descriptions, program and project monitoring, and fund summaries. | Submit to US Department of Energy via email |
| | Piedmont Natural Gas Rate Stabilization Act Report | Public Service Commission of SC | State | Annually | September 1, 2016 | Gas Company adherence to statutory requirements and the impementation of revised rates. | Public Service Commission of SC Document Management System https://dms.psc.sc.gov/Web/dockets |
| | SCE&G Natural Gas Rate Stabilization Act Report | Public Service Commission of SC | State | Annually | September 1, 2016 | Gas Company adherence to statutory requirements and the impementation of revised rates. | Public Service Commission of SC Document Management System https://dms.psc.sc.gov/Web/dockets |
| | Chem-Nuclear Systems Cost Recovery and Adjustment of Allowable Costs | Public Service Commission of SC | State | Annually | March 16, 2017 | Examination of costs incurred for the prior year and to establish allowable costs for the succeeding year. | Public Service Commission of SC Document Management System https://dms.psc.sc.gov/Web/dockets |
| | The Status of Local Telephone Competition in South Carolina | Code of Laws of South Carolina §58-9-280(G)(3) | State | Annually | February 24, 2017 | Total Number of Access Lines and all written complaints regarding the impact of broadband on competition. | ORS Website |
| | FCC Report on Relay Complaints | CG DOCKET NO. 03-123 | Federal | Annually | July 1, 2017 | Reports to the FCC the complaints received on Relay Service in SC during the year and how they were processed. | copy available upon request made to ORS |
| | Annual State Rate Data Request | FCC 07-186 | Federal | Annually | February 20, 2017 | Each state TRS administrator provides data for the previous calendar year the intrastate traditional TRS, STS, and CTS minutes, number of calls and the rate per minute. | all information submitted is considered by RLSA to be confidential. A link to the over all summary of all of TRS is: http://www.rolkaloube.com/#!formsreports/c1zvl |
| | Universal Service Fund Independent Audit Report | Commission | State | Annually | October 20, 2016 | Comments on management of USF by Office of Regulatory Staff. | ORS Website |
| | Report on Eligible Telecommunications Communications | Commission Regulation | State | Annually | August 20, 2017 | ORS opinion as to whether telecommunications carrier compliant with State and Federal Rules. | Commission Designated Docket |

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|------|--|---|----------------|---------------------|------------------------------|---|---|
| | ORS's Review of Duke Energy Carolinas, LLC Application for Approval of Rider (DSM/EE Report) | Public Service Commission of SC | State | Annually | May 15, 2017 | ORS must review the Company's Application to determine if the DSM/EE Riders are in accordance with the terms and conditions set forth by the Public Service Commission and are based on reasonable estimates of participation in the Company's DSM/EE Programs. | Public Service Commission of SC Document Management System https://dms.psc.sc.gov/Web/dockets |
| | ORS's Review of Duke Energy Progress, LLC Application for Approval of Rider DSM/EE (DSM/EE Report) | Public Service Commission of SC | State | Annually | October 15, 2016 | ORS must review the Company's Application to determine if the DSM/EE Riders are in accordance with the terms and conditions set forth by the Public Service Commission in Order Nos. 2009-373 and 2015-596 and are based on reasonable estimates of participation in the Company's DSM/EE Programs. | Public Service Commission of SC Document Management System https://dms.psc.sc.gov/Web/dockets |
| | ORS's Review of South Carolina Electric & Gas Company's Annual Update on Demand Side Management Programs and Petition to Update Rate Rider (DSM/EE Report) | Public Service Commission of SC | State | Annually | April 1, 2017 | ORS must review the Company's Application to determine if the DSM/EE Riders are in accordance with the terms and conditions set forth by the Public Service Commission in Order Nos. 2010-472 and 2013-826. | Public Service Commission of SC Document Management System https://dms.psc.sc.gov/Web/dockets |
| | South Carolina Act 236 Distributed Energy Resource and Net Energy Metering Implmenetation Report | Public Utility Review Committee, State Senate, State House of Reps. | State | Annually | July 31, 2016 | Act 236 requires a report on the implementation of DER and NEM for South Carolina's three largest investor-owned utilities - South Carolina Electric & Gas Company, Duke Energy Carolinas, LLC, and Duke Energy Progress, LLC. The report is required to be submitted by 7/31/17 and every 2 years after. | ORS Website |
| | South Carolina Act 236 Report on the Lease of Renewable Electric Generation Facilities | Public Utility Review Committee | State | Annually | December 31, 2016 | Act 236 requires a report on the ORS review of the leasing program. The report is required to be submitted by 12/31/2016. | ORS Website |
| | South Carolina Act 236 Cost Shift and Cost of Service Analysis | Public Service Commission of SC | State | Annually | December 31, 2015 | Act 236 requires an analysis of Cost Shifting and Cost of Service attributable to distributable energy resources for South Carolina's three largest investor-owned utilities - South Carolina Electric & Gas Company, Duke Energy Carolinas, LLC, and Duke Eenergy Progress, LLC. | ORS website |
| | 2015 Expert Witness Report | Public Utility Review Committee, State Senate, State House of Reps. | State | Annually | October 28, 2016 | By statute ORS is required to account for compensation & expenses for Expert Witnesses. | copy available upon request made to ORS |
| | Quarterly Wage Report | DEW | State | Quarterly | July 31, 2017 | Request quarterly contribution and wage reports to the SCDEW. | Request from SCDEW |
| | SC State Accident Fund | SCSAF | State | Annually | August 31,2017 | Actual payroll reports, General Ledger account variation expense reports to complete workers' compensation coverage. | Request from SCSAF |
| | Affirmative Action Report | SHAC | State | Annually | August 24, 2017 | Affirmative Action Report to the General Assembly. | Request from SHAC |

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| Item | Report Name | Name of Entity Requesting the Report | Type of Entity | Reporting Frequency | Submission Date (MM/DD/YYYY) | Summary of Information Requested in the Report | Method to Access the Report |
|--|-------------|--|----------------|---------------------|------------------------------|---|---|
| 425 Financial Status Report (FSR) | | US Department of Energy | Federal | Quarterly | July 26, 2017 | Quarterly reporting is due 30 days after the close of the quarters ending 9/30, 12/30, 3/30 & 6/30, identification of award, reporting period, cash receipt, cash disbursed, federal expenditures, recipient share, program income. | US Department of Energy's PAGE reporting system and Energy Efficiency & Renewable Energy (EERE) Project Management Center |
| Federal Funding Accountability & Transparency Act (FFATA) | | US Government | Federal | Monthly | July 20, 2017 | Monthly reporting on subawards, identification of award, prime awardee, subawardee, amount, project description. | Federal Subaward Reporting System (FSRS) |
| Financial Programs Report | | US Department of Energy | Federal | Quarterly | July 26, 2017 | Quarterly reporting is due 30 days after the close of the quarters ending 9/30, 12/30, 3/30 & 6/30, identification of financing program, program size, funds available, financial metrics (funds, outlays, loans/grants, leverage funds) and process metrics. | US Department of Energy's PAGE reporting system |
| Invoice | | Triangle J Council of Governments | Federal | Quarterly | December 19, 2016 | Invoice, identification of grantee, program, reporting period, amount requested this period, expenditure detail, federal portion and cost share portion. | Submit to grantor via email. |
| South Carolina Oil Overcharge Restitution Programs Annual Report | | US Department of Energy | Federal | Annually | August 23, 2017 | Program and project descriptions, program and project monitoring, and fund summaries. | Submit to US Department of Energy via email |
| Capital Lease | | SC State Treasurer's Office | State | Annually | July 6, 2017 | Annual review of any capital leases the agency may have. | Email PDF |
| Schedule of Expenditures of Federal Awards | | SC Office of the State Auditor | State | Annually | August 15, 2017 | Expenditures of Federal awards, sub-recipients, loan programs. | Email excel template |
| Annual Budget Request | | Executive Budget Office | State | Annually | September 15, 2017 | Annual budget for agency with any changes from prior year base amounts. | Executive Budget Office |
| Federal Program Review Forms | | Executive Budget Office | State | Annually | December 1, 2016 | Detail listing by Federal grant for request Federal authorization. | Executive Budget Office |
| Quarterly Accident Summary | | Department of Administration | State | Quarterly | July 17, 2017 | # of cars, miles driven, details of accidents for state-owned and agency-owned vehicles. | PDF Template emailed to DOA |
| Quarterly Mileage Report | | Comptroller General | State | Quarterly | July 18, 2017 | Itemization of employee reimbursement for personal mileage on state-owned vehicles. | Excel Template emailed to CG |
| Financial Statement of the South Carolina Universal Service Fund | | SC Code of Laws | State | Annually | September 20, 2017 | Management discussion & analysis, financial statements with footnotes. Audited by CPA firm. | Hardcopy/www.regulatorystaff.sc.gov |
| IT Plan Questionnaire | | Dept of Administration/Division of Technology | State | Annually | July 30, 2017 | Agency's current security and privacy position. | Emailed by DTO and once completed uploaded to their FTP site |
| State IT Plan Survey | | Department of Administration | State | Annually | July 30, 2017 | Any IT or Telecommunications purchasing plans for the next fiscal year. | Information Technology Planning website (https://itplan.sc.gov) |
| SFAA Procurement Reports | | South Carolina State Fiscal Accountability Authority | State | Quarterly | July 31, 2017 | Sole Source Procurements, Emergency Procurements, Illegal Procurements, Record of Applied Preferences, Procurements Using 10% Rule, Trade-In Sales. | SFAA Online Portal |
| Minority Business Report | | South Carolina Small and Minority Business Contracting and Certification | State | Quarterly | July 31, 2017 | Total dollar value of funds expended, vendor information, and number of solicitations to SMBCC during quarter. | Request from SMBCC |
| Master Reporting Checklist | | SC Comptroller General's Office | State | Annually | July | Questionnaire completed in preparation for State's Comprehensive Annual Financial Report. | Email excel template and pdf signature page |

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| Item | Report Name | Name of Entity Requesting the Report | Type of Entity | Reporting Frequency | Submission Date (MM/DD/YYYY) | Summary of Information Requested in the Report | Method to Access the Report |
|------|--|--------------------------------------|----------------------|---------------------|------------------------------|--|---|
| | Cash and Investments Reporting Package | SC Comptroller General's Office | State | Annually | July | Petty cash balances, investments not managed by STO, composite reservoir accounts. | Email excel template and pdf signature page |
| | Loans Receivable Reporting Package | SC Comptroller General's Office | State | Annually | July | Beginning and ending loans receivable balances and annual activity. | Email excel template and pdf signature page |
| | Litigation Reporting Package | SC Comptroller General's Office | State | Annually | July | Payments to private attorneys, any threatened, on-going, or settled litigation. | Email excel template and pdf signature page |
| | Tax Revenue Reporting Package | SC Comptroller General's Office | State | Annually | August | Taxes calculated and levied. | Email excel template and pdf signature page |
| | Other Receivables Reporting Package | SC Comptroller General's Office | State | Annually | August | Accounts receivable balances at June 30 resulting from charges for services or commodities. | Email excel template and pdf signature page |
| | Miscellaneous Loss, Loss Liabilities and Commitments Reporting Package | SC Comptroller General's Office | State | Annually | August | Report any losses, loss liabilities or commitments outstanding at June 30. | Email excel template and pdf signature page |
| | Prepaid Expenses Reporting Package | SC Comptroller General's Office | State | Annually | August | Reporting any expenses considered prepaid, with multi-year benefits. | Email excel template and pdf signature page |
| | Operating Leases Reporting Package | SC Comptroller General's Office | State | Annually | August | Information on leases regarding payment increases, terms, cancellations. | Email excel template and pdf signature page |
| | Fund Balance Reporting Package | SC Comptroller General's Office | State | Annually | August | Classification of fund balance amounts by SCEIS fund. | Email excel template and pdf signature page |
| | Grant and Contribution Revenues Reporting Package | SC Comptroller General's Office | State | Annually | September | Detail revenues from grants and contributions. | Email excel template and pdf signature page |
| | Accounts Payable Reporting Package | SC Comptroller General's Office | State | Annually | September | Detail of any amounts owed at June 30 for goods or services that were not paid until the next fiscal year. | Email excel template and pdf signature page |
| | Capital Assets Reporting Package | SC Comptroller General's Office | State | Annually | September | Detail and summary information on beginning and ending capital asset balances; additions, retirements, impairments or transfer of assets during the fiscal year. | Email excel template and pdf signature page |
| | Subsequent Events Reporting Package | SC Comptroller General's Office | State | Annually | October | Review of all information previously submitted or new situations that occur subsequent to June 30 or reporting dates that should be noted on the State's CAFR. | Email excel template and pdf signature page |
| | State Fleet Management - Monthly Trip Log - Form 3-78 | SC Department of Administration | State | Monthly | By the 10th of each month | Identification of vehicle, month start and ending miles, miles used, date, driver, trip start and ending odometer reading, travel from/to, job function, and number of passengers. | Submit to agency via email. |
| | Report on SCE&G's Annual Request for Revised Rates | Public Service Commission | State | Annually | November 27, 2016 | Report indicating the results of ORS's review and audit of SCE&G's request for revised rates. | PSC Website |
| | Performance Summary for Executive Director | PURC | State | Annually | August | Review performance of Executive Director. | hardcopy |
| | Organizational Evaluation Summary | PURC | State | Annually | August | Agency performance summary. | hardcopy |
| | Organizational Evaluation Performance Measure | PURC | State | Annually | August | Agency performance report. | hardcopy |
| | Accountability Report | Dept. of Administration | State | Annually | September 29, 2017 | Agency performance. | http://www.admin.sc.gov/budget |
| | Invoice | Savannah River Nuclear Solutions | Outside Organization | Quarterly | September 12, 2017 | Invoice, identification of contract, program, reporting period, amount requested this period, percent complete on deliverables. | Emailed to contractor |

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| Item | Report Name | Name of Entity Requesting the Report | Type of Entity | Reporting Frequency | Submission Date (MM/DD/YYYY) | Summary of Information Requested in the Report | Method to Access the Report |
|------|-------------|--------------------------------------|----------------|---------------------|------------------------------|--|-----------------------------|
| | Bonuses | State Division of Human Resources | State | Annually | September 19, 2017 | Actual employee bonuses | SCEIS |

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External Review Template

| Item | Name of Entity Conducted External Review | Type of Entity | External Review Timeline (MM/DD/YYYY to MM/DD/YYYY) | Method to Access the External Review Report |
|------|--|----------------------|---|--|
| 1 | Scott and Company LLC | Outside Organization | 01/01/2015 to 12/31/2016 | www.regulatorystaff.sc.gov |
| 2 | State Auditor's Office | State | 07/1/2014-6/30/2015 | www.osa.sc.gov |
| 3 | Public Utilities Review Committee | State | 07/01/2016 to 6/30/2017 | http://www.scstatehouse.gov |
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