

Sample Template

Performance Report for Retailers (Monthly)



Summary of Service Orders (Sample)

Types of Service Orders	Reporting
1. Meter Turn On	<ul style="list-style-type: none"> • Received • Completed • Cancelled – Reasons • Rejected – Reasons • In progress
2. Meter Removals	<ul style="list-style-type: none"> • Received • Completed • Cancelled – Reasons • Rejected – Reasons • In progress
3. Special Reads	<ul style="list-style-type: none"> • Received • Completed • Cancelled – Reasons • Rejected – Reasons • In progress
4. New connections (SCRs & Meter Fixes)	<ul style="list-style-type: none"> • Received • Completed • Cancelled – Reasons • Rejected – Reasons • In progress
5. AMLs	<ul style="list-style-type: none"> • Received • Completed • Cancelled – Reasons • Rejected • In progress
6. Others Service Orders	<ul style="list-style-type: none"> • Other Service Order reporting (TBA) including reporting indicators
7. Meter Data Delivery (To be confirmed)	<ul style="list-style-type: none"> • Completed • Timing • Actuals and Estimates