

	DEPARTMENT AFFILIATE COMPLIANCE DEPARTMENT	
	SUBJECT COMMUNITY CHOICE AGGREGATION DIVISION TRANSACTIONS PROCEDURES	EFFECTIVE DATE 08/18/2016

1. PURPOSE

The purpose of this document is to supplement San Diego Gas & Electric Company's (SDG&E or Utility) Community Choice Aggregation Code of Conduct Compliance Plan to facilitate compliance with all applicable California Public Utilities Commission (CPUC or Commission) rules and regulations, including the CPUC's Community Choice Aggregation Code of Conduct (CCA COC) Rules adopted in D.12-12-036.

2. PROCEDURES

- SDG&E will leverage the existing Affiliate Transaction Rule (ATR) Compliance functions within SDG&E to execute diligent, thorough, and systematic implementation of the CCA COC throughout the company.
- All costs for personnel, services, physical plant, equipment, supplies, and other overhead incurred by Sempra Services Corporation will be charged to accounts paid for by shareholders utilizing existing below-the-line accounting CCA COC that address these requirements.
- Electrical corporate support services that meet the shared services definition in the ATR and COC may be provided to Sempra Services Corporation. This will primarily be corporate oversight and related compliance and other permitted shared services. All permitted corporate support services will be charged to shareholders in accordance with the CCA COC.
- SDG&E tracks all employees who transfer between the Utility, Sempra Energy and its affiliates, including Sempra Services Corporation, and will report the affiliate information annually to the Commission in its Affiliate Transactions Report. This will include transfers from and to Sempra Services Corporation.
- SDG&E will provide training to targeted groups as described in SDG&E's Community Choice Aggregation Code of Conduct Compliance Plan to sensitize them to the requirements of this CCA COC.
- Periodic audits and compliance reviews will be conducted to ensure the CCA COC rules are being followed.

3. DEFINITIONS

Division: An affiliate of SDG&E as required by Resolution E-4874

4. REFERENCES

[SDG&E Community Choice Aggregation Code of Conduct Compliance Plan \(Advice Letter 2822-E\)](#)

[D.12-12-036 – CPUC Community Choice Aggregation Code of Conduct](#)

5. VERSION HISTORY

Version No.	Description of Change	Change Type	Effective Date
Version 1.0	Initial publication of this document	New	08/18/2016