**Section 551.40 Residential and Small Commercial Customer Records and Information**

a) The applicant shall agree to adopt and follow rules and procedures ensuring that authorizations received from residential or small commercial customers, customer billing records, and requests for service transmitted to utilities are retained for a period of not less than two calendar years after the calendar year in which they were created. In addition to other lawful means of discovery, these records shall be made available by request to the Commission or its Staff on a confidential and proprietary basis, as necessary to carry out the Commission's obligations under the Act.

b) The applicant shall preserve the confidentiality of its residential and small commercial customers' data and shall agree to adopt and follow rules and procedures to preserve the confidentiality of those customers' data.

(Source: Amended at 28 Ill. Reg. 833, effective January 1, 2004)