

DOCKETED

Docket Number:	08-AFC-09C
Project Title:	Palmdale Hybrid Power Project - Compliance
TN #:	206021
Document Title:	General Orders Regarding Electronic Document Formats, Electronic Filing and Service of Documents and Other Matters
Description:	Order
Filer:	Darlene Burgess
Organization:	Energy Commission Hearing Office
Submitter Role:	Committee
Submission Date:	9/8/2015 3:48:19 PM
Docketed Date:	9/8/2015



BEFORE THE ENERGY RESOURCES CONSERVATION AND DEVELOPMENT
COMMISSION OF THE STATE OF CALIFORNIA
1516 NINTH STREET, SACRAMENTO, CA 95814
1-800-822-6228 – WWW.ENERGY.CA.GOV

APPLICATION FOR CERTIFICATION FOR THE
PALMDALE ENERGY PROJECT

DOCKET No. 08-AFC-09C

**GENERAL ORDERS REGARDING
ELECTRONIC DOCUMENT FORMATS,
FILING AND SERVICE OF DOCUMENTS
and OTHER MATTERS**

Until further order of the Committee, the following standards and requirements shall apply to the parties and all other persons participating in this matter.

Filing of Documents with the Energy Commission Docket Unit

On November 30, 2011, the Executive Director of the Energy Commission issued a "Standing Order re: Proceedings and Confidentiality Applications - Procedural Requirements for Filing, Service and Docketing Documents with the Energy Commission" [Docket No.: 11-GEN ADMIN-01] (Standing Order). The Standing Order eliminates the former requirement that hard copy original paper copies of documents or comments be filed in addition to electronically (e.g. e-mails or CDs) filed documents. Therefore, do not submit paper copies for filing if you file an electronic version. Hard copy originals must still be filed in cases where no electronic version is submitted.

Documents will be filed and docketed on the date they are received in Dockets. The Docket Office will not backdate any filings. All filings received by 5:00 p.m., will be docketed for that date. All filings received after 5:00 p.m., will be docketed as received the next business day.

The Standing Order contains additional provisions defining and modifying the regulatory procedures for submitting/filing documents with and serving documents on the Energy Commission. It may be viewed on our Energy Commission website:

www.energy.ca.gov/dockets/documents/2011_Standing_Order_for_Documents.pdf.

E-mail Only Service of Documents on Committee and Other Parties

The Standing Order applies only to the filing of documents and service of documents on the Energy Commission. It does, however, invite individual case committees to apply similar rules to the service of documents on other parties in each case. We accept that invitation and order as follows:

Pursuant to California Code of Regulations, Title 20, section 1210, subd. (a), until a party indicates to the Presiding Member or Hearing Adviser that it requires a hard copy, an e-mailed copy of all electronic documents of 5 megabytes maximum file size pursuant to Section 1209.5 is sufficient for service in this proceeding. No hard copy of an e-mailed document need be provided. Where a party is designated on the Proof of Service List for this proceeding as “hard copy required” or similar words, parties shall deliver a paper copy of all written material they file in this proceeding in person or by first class mail, or other equivalent delivery service, with postage prepaid to the person so designated. Regardless whether a party has indicated a preference for hard copies, documents larger than 50 pages may alternatively be sent in the form of an electronic file recorded on a compact disk rather than as a paper copy, provided that the party is offered the opportunity to request a paper copy.

Format of Electronic Documents

The Standing Order also provides:

“In some instances, electronic copies created by scanning a printed document are unable to be word searched, read by programs that assist the visually impaired, or easily read on small screen devices such as smart phones. The better method is to create a .pdf (Portable Document Format) file by printing to a ‘virtual printer’ that creates a .pdf file from within the same program that is used to print a paper copy.”

“Signatures may be indicated on electronic copies by embedding a scanned signature graphic, ‘Original Signed By’ or similar words, or a second - scanned - copy of the signature page may be appended into the electronic file.”

Electronic documents prepared and submitted in this case shall, to the maximum feasible extent, be prepared by the “better” method, described above—electronically converting the contents to a .pdf file by use of a virtual printer or other software. Your operating system or word processor may already have this feature; if not, an internet search for “print to pdf” or “virtual pdf printer” will point you to suitable software. The original printed copy of a document containing an original signature shall be retained by the party filing that document and produced if requested by the Presiding Member or Energy Commission.

The purpose of these requirements is to obtain electronic documents that are word searchable, easily viewable on smaller screens, and of the minimum necessary size. A word-searchable document can be created by optically scanning a printed copy and using optical character recognition (OCR) to recreate the electronic representation of the words in the .pdf file. Unfortunately OCR is not 100 percent accurate and the resulting file is much larger than it needs to be because a photograph of the document remains in the file along with the much smaller electronic version. Some scans are also of poor quality, making the text harder to read on a computer or smart phone screen or on paper.

Proof of Service List

The Hearing Office maintains the Proof of Service List for this proceeding. That office will no longer send revised versions of the list to the parties. Rather, the current version will be posted on the proceeding's web page, in both .pdf and .doc formats for you to download and use in filing and serving documents. You can determine whether you have the latest version by comparing its revision date to the revision date in the caption in the posted file.

Motions

Motions made in a written document shall be clearly stated and include a statement of the relief or action requested, the grounds for the requested relief or action and citation to a rule, law or other authority authorizing the Committee to grant the request. The caption or title of the document containing the motion shall clearly indicate that that document contains a motion. It is not sufficient to simply say "I move [request] that ____" in the body of the document; such a statement may be ignored by the Committee or Energy Commission in its discretion.

Deadlines

Unless a different time for performance is stated in a notice, order, or other document, a deadline established therein shall mean 5:00 p.m. local time in Sacramento, California on the specified date.

Questions

Parties and members of the public may contact the Public Adviser at publicadviser@energy.ca.gov, or telephone toll free at 1 (800) 822-6228 or (916) 654-4489, for assistance in understanding and complying with these general orders.

If you have legal questions about the Executive Director's Standing Order, please contact Kerry Willis, Assistant Chief Counsel, at (916) 654-3967, Kerry.Willis@energy.ca.gov.

Dated: September 8, 2015, at Sacramento, California.

A handwritten signature in black ink, appearing to read 'K. Douglas', with a long horizontal line extending to the right.

KAREN DOUGLAS
Commissioner and Presiding Member
PALMDALE ENERGY PROJECT
AMENDMENT COMMITTEE

DOCKET

11-GEN ADMIN-01

DATE NOV 30 2011

RECD. DEC 02 2011

STATE OF CALIFORNIA
ENERGY RESOURCES
CONSERVATION AND DEVELOPMENT COMMISSION

Standing Order re:)

Proceedings and Confidentiality)

Applications - Procedural Requirements)

For Filing, Service and Docketing)

Documents with the Energy)

Commission)

Docket No.: 11-GEN ADMIN-01

I. PURPOSE OF ORDER

This Standing Order is intended to clarify and, as appropriate, modify the regulatory procedures associated with submitting/filing documents to the California Energy Commission (Energy Commission), and serving documents on the Commission in administrative proceedings, in order to reduce or eliminate the administrative burden of parties and members of the public who participate in Commission proceedings.¹ The following rules are hereby adopted pursuant to that power.

II. FILING OF ELECTRONIC DOCUMENTS UP TO 5 MB**A. Existing Requirements**

Existing Commission regulation² section 1209.5, subd. (a), allows for submission of electronic documents to the Commission on either electronic media, by internet e-mail, or “[a]ny other media and number of copies authorized by the Executive Director.” Section 1209 also describes the format and other procedural requirements for submission of electronic documents, including that a paper copy be submitted with any electronic copies submitted as specified in section 1209.5. Section 1209, subd. (d)(2), restricts the maximum file size of documents submitted by electronic transfer, or e-mail, to five megabytes (5 MB).

¹ This order does not affect the legal requirements set forth in the Code of Civil Procedure, the California Rules of Court, or other statutes or regulations, which specify the manner of service of administrative or judicial process upon the Commission when the Commission is a party to a judicial or other agency’s administrative proceedings.

² The Commission’s regulations are in Title 20, California Code of Regulations,

B. Modifications to Existing Requirements

1. **Effective immediately, non-confidential electronic documents of 5 MB (i.e., megabytes) or less may be submitted in electronic format only, i.e. paper copies are NO LONGER required. This includes:**
 - a. **Filing and service of documents on the Commission, Commissioners, and the Chief Counsel in administrative proceedings before the Commission.** (See, e.g., §§1231 [filing of administrative complaints]; 1237 [post-certification complaints alleging non-compliance with a power plant and site certification decision]; Chapter 3 of Division 2 of Title 20, 1301 et seq. [data collection]; Chapter 5 of Division 2 of Title 20, 1701 et seq. [power facility site certification].)
 - b. **Submitting public comment.** (§ 1202, subd. (b).)
 - c. **Service on Commission staff as a party (see below) in administrative proceedings before the Commission.** (§§ 1210, subd. (a): 1712.5.)
 - d. **This Order eliminates the requirement for submission of the paper copy** required by section 1209, subd. (c), for documents of 5 MB or less that are filed electronically.
 - e. Electing to submit to (file with), or serve documents upon, the Commission in an electronic version pursuant to this Order (i.e., file sizes of 5 MB or less) shall be **instead of** the requirement to submit paper copies. Therefore, if both a hard copy and an electronic copy of the same document is submitted, they will be docketed as distinct and separate records upon receipt. Deadlines will be applied to the records in the order they are received.
 - f. Parties or interested persons may continue to file paper documents if they choose to do so. Electronic filing is not required.
2. **Serving documents on the Chief Counsel of hard or electronic copies of administrative complaints and requests for investigation (title 20, California Code or Regulations section 1231), petitions for reconsideration of commission decisions or orders (section 1720), or requests to copy or inspect confidential documents (section 2506) shall be made by delivery to the Docket Unit, using the Document Service Form indicating that service on the Chief Counsel is requested. Such documents will be deemed filed or served on the Chief Counsel as of the time of receipt by the Docket Unit. Service on the Chief Counsel pursuant to sections 1231, 1720 or 2506 must be indicated by checking the appropriate box on the Document Service Form, which is available at the Dockets Unit.**

C. This Order does not alter the following requirements:

- a. **A party to a proceeding must properly serve a hard or electronic copy of its documents, as appropriate, on all other parties (except CEC staff) to a proceeding** pursuant to sections 1209, subdivision (f), and 1210. Electronic documents larger than 5 MB must continue to be accompanied with a hard copy, unless otherwise specifically requested by the receiving party.

Note that the above requirement may be modified by order of a specific Committee or Presiding Member to remove the requirement to provide a hard copy where an electronic copy is sent. As an example of such a modification see paragraph C.4, below, which applies only if adopted by a specific Committee.

- b. **Documents are not submitted to or served upon the Commission until received by the Docket Unit.** (§ 1209, subd. (e).)
- c. During a hearing, documents may be submitted to the Commission by providing them to the Presiding Member. (§ 1202, subd. (b).)
- d. **The electronic version of any electronically filed document must be complete, including any attachments.** Documents may not be divided into several parts to create multiple electronic files each of 5 MB or less in order to file electronically only. Documents less than 5 MB should not be divided when submitted to Dockets but should be provided as one complete document.
- e. **Except as provided below in paragraph f, electronic copies will be deemed filed upon receipt so long as they are within the size limitation and can be safely accessed.** Files of sizes larger than 5 MB on electronic media (i.e., on compact disks) must continue to be accompanied by the requisite number of hard copies. (See §§ 1209, subd. (c), 1209.5, subd. (a), 1706, 2322.)
- f. **All documents, whether electronic or otherwise, received after 5 p.m. on a business day will be deemed received on the next business day.** The office hours of the Energy Commission are from 8 a.m. until 5 p.m. of each day from Monday to Friday, inclusive, other than legal holidays. (Gov. Code, § 11020; Code Civ. Proc., § 10; § 1003.)
- g. **Any portions of the submittal which cannot be filed in electronic format due to size or other technical restrictions must be physically received by the Commission by any applicable due date.**
- h. **To be filed, all electronically submitted documents must be accessible to the Dockets staff.** Electronic files that are password protected, contain viruses, or for other reasons cannot be safely accessed will be rejected. Submittals of MP3 files or videos via email will be rejected--these types of submittals shall be on compact disks.

D. This action is taken pursuant to section 1209.5, subdivisions (a)(4) and (d)(4), and section 1209, subdivision (c).

E. Additional Guidance to Improve Submission of Records.

1. In some instances, electronic copies created by scanning a printed document are unable to be word searched, read by programs that assist the visually impaired, or easily read on small screen devices such as smart phones. The better method is to create a .pdf (Portable Document Format) file by printing to a "virtual printer" that creates a .pdf file from within the same program that is used to print a paper copy.
2. Signatures may be indicated on electronic copies by embedding a scanned signature graphic. "Original Signed By" or similar words, or a second - scanned -copy of the signature page may be appended into the electronic file.

F. The Executive Director recommends that Presiding Members of proceedings exercise their discretion granted in section 1210, subdivision (a), to adopt an order establishing the following provisions to direct that all parties to a proceeding may be served with electronic copies of written materials filed in the proceeding:

"Pursuant to Cal. Code Regs., title 20, section 1210, subd. (a), until a party indicates to the Presiding Member or Hearing Officer that it requires a hard copy, an e-mailed copy of all electronic documents of 5 megabytes maximum file size pursuant to section 1209.5 is sufficient for service in this proceeding. No hard copy of an e-mailed document need be provided. Where a party is marked on the Proof of Service List for this proceeding as "hard copy required" or similar words, a paper copy of all written material filed by any party in this proceeding shall be served in person or by first class mail, or other equivalent delivery service, with postage prepaid. Regardless whether a party has indicated a preference for hard copies, documents larger than 50 pages may alternatively be sent in the form of an electronic file recorded on a compact disk rather than as a paper copy, provided that the party is offered the opportunity to request a paper copy."

III. APPLICATIONS FOR CONFIDENTIALITY

An application to keep a record confidential shall be submitted directly to the Docket Unit on electronic media, but not by email. Five electronic (5) copies of the record for which confidentiality is sought must be submitted, on separate media, each marked on the media with the title of the record and "confidential." (§ 1209.5, subd. (a)(4).) The application may be on a sheet separate from, but attached to, the record. The application will then be acted upon by the Executive Director in consultation with the Chief Counsel of the Energy Commission. (§ 2505, subd. (a).)

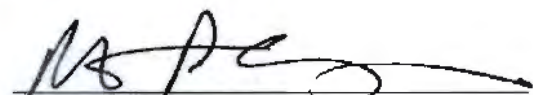
IV. CONCLUSION

This Order applies to the following kinds of Commission proceedings, unless and until it is subsequently revised, or expressly modified in a particular proceeding by a specific order:

- service of process on the Commission staff in the Commission's administrative proceedings;
- administrative complaint proceedings;
- energy data collection, and;
- power facility site certification proceedings.

The Executive Director expects to revise this Standing Order on a periodic basis, as further opportunities for improvement are identified. **Questions about how to send comments or documents to the Commission should be directed to the Public Adviser, Jennifer Jennings, at (916) 654-4489, 800-822-6228 (toll free) or publicadviser@energy.state.ca.us.** Comments on the effectiveness of these changes are requested and may be directed to the attention of Jeffery Ogata, Assistant Chief Counsel, at (916) 653-1151, or jogata@energy.state.ca.us.

November 30, 2011



ROBERT P. OGLESBY
Executive Director
ENERGY RESOURCES CONSERVATION
AND DEVELOPMENT COMMISSION

STATE OF CALIFORNIA
ENERGY RESOURCES
CONSERVATION AND DEVELOPMENT COMMISSION

Standing Order re:)
))
))
Procedural Requirements)
For Electronic Filing and)
Docketing of Public Comments and)
Documents with the Energy)
Commission in Power Plant Facility)
Proceedings)
_____)

Docket No.: 11-GEN ADMIN-01
Order No.:

I. PURPOSE OF ORDER

This Standing Order implements the Energy Commission’s electronic filing and commenting systems (e-filing and e-commenting). Those systems allow members of the public and recognized parties to electronically submit public comments and file documents in **power plant licensing-related proceedings** via the Energy Commission’s website. The systems allow persons to avoid filing and serving many documents in paper format or by electronic mail. They reduce the administrative burden on parties and members of the public who participate in Commission power plant licensing-related proceedings. They also allow the Commission to serve the documents on parties as a courtesy to the users of the systems.¹

II. ELECTRONIC SUBMITTING AND FILING DOCUMENTS

A. Existing Requirements

Existing Energy Commission regulation section 1209.5 (a), allows for submission of electronic documents to the Commission on electronic media, by internet e-mail, or “[a]ny other media and number of copies authorized by the Executive Director.”²

¹ This order does not affect the legal requirements set forth in the Code of Civil Procedure, the California Rules of Court, or other statutes or regulations, which specify the manner of service of administrative or judicial process upon the Commission when the Commission is a party to a judicial or other agency’s administrative proceedings.

² The Commission’s regulations are in Title 20, California Code of Regulations. Unless otherwise specified, all regulatory references are to Title 20.

On November 30, 2011, the Executive Director issued a Standing Order re: Proceedings and Confidentiality Applications - Procedural Requirements for Filing, Service and Docketing Documents with the Energy Commission, Docket No.: 11-GEN ADMIN-01 ("Standing Order on Filing, Service and Docketing").³ That Standing Order streamlined general requirements for electronically submitting and filing documents with the Energy Commission by, among other things, waiving requirements for duplicate paper copies.

The Standing Order For Filing, Service and Docketing Documents contemplated additional orders related to filing of electronic documents. This Order furthers the Commission's efforts to streamline procedural requirements, maximize efficiency, and reduce administrative burdens in power plant licensing, compliance, complaint and other related proceedings. This Order supplements but does not replace the Standing Order on Filing, Service and Docketing. Most importantly, it provides a means other than e-mail to file electronic documents that are larger than 5 MB with the Energy Commission.

B. Modifications to Existing Requirements

- 1. Effective immediately, public comments in all power plant facility proceedings may be submitted electronically through the Energy Commission's e-commenting system, up to the size limits allowed by the system. Please see the e-commenting site at:
<https://efiling.energy.ca.gov/EComment/ECommentSelectProceeding.aspx>.**

Public comments may be submitted electronically to the Energy Commission in the following proceedings:

- a) power facility site certification and compliance (post-certification, including amendments) (Chapter 5 of Division 2 of Title 20, § 1701 et seq.);
- b) power facility licensing complaint proceedings (§ 1231); and
- c) power facility post-certification complaints alleging non-compliance with a power plant and site certification decision (§ 1237).

Comments may be submitted directly through the e-commenting system's interface, or as attachments through the interface in the formats specified on the system.

This order continues the provisions of the Standing Order on Filing, Service and Docketing, referenced above, that eliminated the requirement to submit a paper copy under section 1209, (c), for documents that are filed electronically.

³ Available at: http://www.energy.ca.gov/dockets/documents/2011_Standing_Order_for_Documents.pdf.

Public comments may continue to be submitted as paper documents if the commentor chooses to do so. Electronic filing is not required but is strongly recommended.

- 2. Effective November 1, 2013, unless a waiver is obtained from the Presiding Member, if any, or the Chair of the Energy Commission, documents in all power plant facility proceedings filed by parties must be submitted electronically through the Energy Commission's e-filing system, up to the size limits allowed by the system. Please see the e-filing system information page at: <http://www.energy.ca.gov/e-filing/index.html>. Before that date, documents may but are not required to be submitted electronically using the e-filing system.**

In August 2013, the Energy Commission activated an e-filing system for parties to power plant facility proceedings to use to electronically submit documents to the Energy Commission.

Beginning November 1, 2013, unless a waiver is granted by the Presiding Member, if any, or the Chairman of the Energy Commission, all documents filed by parties (i.e., applicants, Energy Commission staff, and intervenors) must be submitted electronically with the Energy Commission in the following proceedings:

- a. power facility site certification and compliance (post-certification, including amendments) (Chapter 5 of Division 2 of Title 20, § 1701 et seq.);
- b. power facility licensing complaint proceedings (§ 1231);
- c. power facility post-certification complaints alleging non-compliance with a power plant and site certification decision (§ 1237).

This order continues the provisions of the Standing Order on Filing, Service and Docketing, referenced above, that eliminated the requirement to submit a paper copy under section 1209 (c), for documents that are submitted electronically. It builds upon the advances made by the prior Standing Order in three critical ways:

- The e-filing system enables filing with the Energy Commission electronic files larger than 5 MB and up to 50 MB.
- The system allows simultaneous filing of multiple files that collectively would be larger than 50 MB.
- The system provides all parties with a web-link to a filed document; upon order of the presiding member in a proceeding, filers will not be required to separately serve other parties to the proceeding, unless a party has obtained a waiver entitling it to service of a paper copy, as described below.

Documents should be **created** in electronic format, rather than by scanning printed original copies. See paragraphs 7.f. and 8, below. Documents must be readable, printable, and not protected by any password.

E-filed documents are the official version of records that have been filed with the Energy Commission. Word documents and text files will be converted to PDF (portable document format) files for storage and retrieval. Those converted files, as well as files filed as PDF files, will have a Docket Stamp added as a cover page at the front of the file. That cover page is part of the official document and should be included whenever printed copies of a filed document are used for convenient reference.

When introducing or marking printed versions of documents and other records during Commission proceedings that have been previously e-filed, the cover page that has been generated by the e-filing system showing that the record has been filed should be included to verify that the version being introduced or marked is a true and correct copy of a filed document. The transaction number associated with the submitted document should be referenced. Doubt as to the authenticity of a filed document shall be resolved by referring to the electronic copy.

3. File Format and Title Requirements

Acceptable file formats are specified in the E-filing and E-commenting User Training Guide Appendices B and C, available at: <http://www.energy.ca.gov/e-filing/index.html>. File titles provided by the submitter when uploading a document to the e-filing and e-commenting system should accurately and succinctly reflect the contents of the document.

4. Hardship Waivers

If a party would suffer a hardship if required to file or be served with documents electronically, a waiver may be granted by the Presiding Member of the Committee overseeing the proceeding, or the Chairman of the Energy Commission if no Committee has been appointed. (§ 1203 (c).) If a waiver is obtained, the Docket Unit will accept hard copy documents for filing. To ensure the timely receipt of the documents, the filing party shall also mail hard copies to the other parties. Parties to the proceeding will be obligated to serve hard copies on the party granted the waiver.

5. Registration Requirements

In order to file documents, e-filing submitters must first register with the system to ensure the integrity of the documents being filed. Registration requires a declaration that registrants are who they purport to be and are authorized to file documents with the Energy Commission.

6. Authority

This action is taken under the authority of section 1209 (c), section 1209.5, (a)(4) and (d)(4), 1210, and section 1706.

7. This Order does not alter the following requirements:

- a. If a party to a proceeding has been granted an exception requiring the party to be served with hard copies of documents, then all other parties in that proceeding must properly serve their documents on such other party. (§§ 1209 (f), 1210.)

Energy Commission staff, Energy Commissioners, Commissioners' advisers, and Hearing Officers will automatically be served a copy of all filings directly through the e-filing system. Upon an order of the presiding member in a proceeding, parties external to the Energy Commission will be automatically served by the e-filing system through a web-link to the filed documents. The Dockets Unit will convert allowed hard copy filings to electronic documents and provide copies to those persons. The electronic copy of the hard copy filing becomes the official copy of the document.

- b. Documents are not submitted to or served upon the Commission until uploading is confirmed by the e-filing system. (§ 1209 (e).)
- c. Documents that are intended to be presented as exhibits or otherwise during a hearing shall, unless an exception is granted by the Presiding Member or Hearing Officer, be filed in advance of the hearing and referred to by Transaction Number or Exhibit Number during the hearing. If an exception is approved, documents may be submitted to the Commission by providing them to the Presiding Member. The Presiding Member shall cause them to be filed electronically and the electronic copies shall become the official copies of the documents (§ 1202 (b).)
- d. Except as provided below in paragraphs e and f, electronic copies will be deemed filed upon receipt so long as they are within the size and format limitations of the e-filing system and can be safely accessed. (§§ 1209 (c), 1209.5 (a), 1706, 2322.)
- e. All documents submitted after 5 p.m. on a business day will be deemed received on the next business day. The office hours of the Energy Commission are from 8:00 a.m. until 5:00 p.m. of each day from Monday to Friday, inclusive, other than legal holidays. (Gov. Code, § 11020.)
- f. To be filed, all electronically submitted documents must be accessible to the Dockets staff. Electronic files that are password protected, contain viruses, or for other reasons cannot be safely accessed will be rejected.

8. Additional Guidance to Improve Submission of Records.

- a. In some instances, electronic copies created by scanning a printed document are unable to be word searched, read by programs that assist the visually impaired, or easily read on small screen devices such as smart phones. The better method is to create a PDF file by printing to a "virtual printer" that creates a PDF file from within the same program that is used to print a paper copy.
- b. Signatures may be indicated on electronic copies by embedding a scanned signature graphic, "Original Signed By" or similar words, or a second - scanned -copy of the signature page may be appended into the electronic file.

9. Processing Applications for Confidentiality

In order for documents filed with the Energy Commission to be held confidential, a separate application must be submitted along with the confidential files. (§ 2505 et seq.) If a separate application is denied, the submitter will be notified. The application will be maintained, but the document for which confidentiality is sought will be deleted from the e-filing system within 90 days, unless the grounds for denial of the application are timely remedied. (§ 2506 (a)(2), (3)(C); 2508. (d).)

III. ADDITIONAL INFORMATION

Additional guidance, including an e-filing and e-commenting user manual, is available on the Energy Commission's website at: <http://www.energy.ca.gov/e-filing/index.html>.

Additional information regarding e-filing is available by contacting the Docket Unit at: (916) 654-5076 and e-filinghelp@energy.ca.gov.

Members of the public may obtain assistance on e-commenting from the Public Adviser to the Energy Commission, at: (916) 654-4489, (800) 822-6228 and e-commentinghelp@energy.ca.gov.

IV. CONCLUSION

The Executive Director anticipates that the e-filing and e-commenting systems will greatly enhance and expedite the Energy Commission's power plant licensing proceedings and public involvement in those proceedings.

The Executive Director expects to revise this Standing Order on a periodic basis, as further opportunities for improvement are identified.

Questions about how to send comments or documents to the Commission should be directed to the Public Adviser, at (916) 654-4489, (800) 822-6228 (toll free) or publicadviser@energy.ca.gov.

Comments on the effectiveness of these changes are requested and may be directed to the attention of Jeffery Ogata, Assistant Chief Counsel, at (916) 653-1151, or jeffery.ogata@energy.ca.gov.

August 29, 2013

/s – signature on file

ROBERT P. OGLESBY
Executive Director
ENERGY RESOURCES CONSERVATION
AND DEVELOPMENT COMMISSION