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California Energy Commission

## **STAFF REPORT**

# **Forms and Instructions for Submitting Gas Demand and Rate Forecasting Information**

Prepared in Support of the *2023 Integrated  
Energy Policy Report*

**IEPR 2023 | CEC- 200-2023-005**

# California Energy Commission

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# ABSTRACT

The California Energy Commission collects gas demand and rate forecast information from gas utilities in California in support of the *2023 Integrated Energy Policy Report*. This staff report provides the forms and instructions that identify the information gas utilities must submit on demand forecasts; prices; energy efficiency impacts; demand response impacts; information on the procurement of lower carbon fuels; information on rates and infrastructure; and related information for 2023 through 2035, and historical years 2021 and 2022.

**Keywords:** Gas demand, consumption, forecast, peak, price, heating and cooling degree days, demand response, energy, efficiency, electrification, decarbonization, revenue requirement, rate base, gas infrastructure, price, retail, end use.

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# EXECUTIVE SUMMARY

This report provides forms with instructions to request data from gas utilities with annual natural gas deliveries of 200 million therms or more in each of the two previous calendar years. This staff report provides the forms and instructions that identify the information gas utilities must submit regarding demand forecasts; prices; energy efficiency impacts; demand response impacts; information on the procurement of lower carbon fuels; information on rates and infrastructure; and related information for 2023 through 2035 and historical years 2021 and 2022. The California Energy Commission (CEC) will use the information collected to prepare gas demand and rate forecasts and assessments, as part of the *2023 Integrated Energy Policy Report*.

The CEC is authorized to require California market participants to submit historical data, forecast data, and assessments. California Public Resources Code sections 25216 and 25216.5 provide broad authority for the CEC to collect data and information “on all forms of energy supply, demand, conservation, public safety, research, and related subjects.”

The California Public Resources Code sections 25300-25323 directs the CEC to regularly assess all aspects of energy demand and supply. The CEC will include these assessments in the *2023 Integrated Energy Policy Report*, and possibly in supporting reports, to inform policy recommendations to the Governor, California State Legislature, and other state agencies. The broad strategic purpose of these energy policies is to conserve resources, protect the environment, ensure energy reliability, enhance the state's economy, and protect public health and safety.





# General Instructions for Demand Forecast Submittals

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California Public Resources Code (PRC) section 25301 directs the CEC to develop energy policies that conserve resources, protect the environment, ensure energy reliability, enhance the state's economy, and protect public health and safety. The CEC conducts regular assessments of all aspects of energy demand and supply that inform and support policy recommendations made to the Governor, Legislature, and other agencies in the Integrated Energy Policy Report (IEPR). The CEC has authority to require electric and natural gas utilities, transportation fuel and technology suppliers, and other market participants to submit demand forecasts, resource plans, market assessments, related outlooks, individual customer historic electric or gas service usage, or both, and individual customer historic billing data, in support of these assessments. The CEC can specify the format and level of granularity needed for the analyses.

The California Code of Regulations (CCR), Title 20, Section 1314 authorizes the CEC to collect natural gas information from gas utilities that had annual natural gas deliveries of 200 million therms or more in each of the two previous calendar years. The regulations require separate filings for each of the following gas utilities: Pacific Gas and Electric (PG&E), San Diego Gas and Electric (SDG&E), and Southern California Gas (SoCalGas).

Definitions of terms used in these forms and instructions are found on Page 14.

Questions relating to these forms and instructions should be directed to Julio Gutierrez, Data Integration Branch, by phone at (916) 776-3691 or by email at [Julio.Gutierrez@energy.ca.gov](mailto:Julio.Gutierrez@energy.ca.gov).

## Who Must File

Data are requested from Gas utilities with annual natural gas deliveries of 200 million therms or more in the two previous calendar years.

## Summary of Requested Data

Gas utilities with annual natural gas deliveries of 200 million therms or more in each of the two previous calendar years shall submit the following:

- A description and map of the gas utility service area and, if different, the area for which the gas utility forecasts demand.
- A presentation of the demographic and economic assumptions that underlie the forecast, including assumptions about geographic changes in the service area or movement of customers to or from other utilities.
- Forecasted demand for each year of the forecast, accounting for conservation reasonably expected to occur, beginning with the year in which the forecast is submitted. Conservation includes steps taken to cause less energy to be used than would otherwise be the case. These steps may involve improved efficiency, avoidance of waste, reduced consumption, etc. They may involve installing equipment (such as a computer to ensure efficient energy use), modifying equipment (such as making a

boiler more efficient), adding insulation, changing behavior patterns, etc. Please submit the following including:

- Annual and monthly energy demand and annual peak demand, and the annual energy forecast and peak forecast presented by major customer sector. (Please see the Definition section below for more information on customer sectors).
- Plausibility, sensitivity, and alternative economic scenario analyses.
- Estimation of the additional cost-effective conservation potential and the impact of possible methods to achieve this potential.
- A description of each conservation activity carried out by the utility and those proposed for future implementation.
- Additional information and analysis consistent with these regulations as required in the forms and instructions.

## **Changes From The 2021 Integrated Energy Policy Report**

Changes to the *2023 Forms and Instructions for Gas Demand and Rate Information* include:

- Daily recorded and weather normalized natural gas demand by customer class for 2021 and 2022. In April 2022, staff received daily gas demand from PG&E and SoCalGas by customer category. Staff is requesting this data through December 31, 2022
- Monthly fuel and transportation prices. Staff requested annual prices only for the *2021 IEPR*.
- Forecasted heating degree and cooling degree days accounting for climate change.
- Clarification that energy efficiency impacts include programs administered by electric utilities within a gas utility's service territory.
- Procurement of certified low-carbon gas.
- Miles of pipe needed to serve new business.
- Number of customers on CARE<sup>1</sup> rates.
- Average remaining life of gas assets.
- Expected pipe and regulator retirements.
- Most recent report submitted under California Public Utilities Commission (CPUC) General Order 112-F Section 123. This report provides detailed information gas infrastructure including areas at high risk for incident.
- Minor and conforming changes including updating years requested on the forms.

## **Due Dates**

The forms must be submitted on or before **Friday, May 19, 2023**.

Gas utilities that require additional time may request an extension by submitting a written request to the executive director of the CEC, as described in CCR, Title 20, Article 2, Section 1342.

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<sup>1</sup> The California Alternative Rates for Energy (CARE) program offers a 30%-35% discount on the electric bill and a 20% discount on the natural gas bill.

## Submittal Format Requirements

For all filings, parties are required to use the CEC's e-filing system. This requires gas utilities to submit their demand data and narratives electronically by uploading files using an internet connection and a modern browser. A user's guide to the CEC's e-filing system is posted at <http://www.energy.ca.gov/e-filing/>.

After completing registration, log in and select "23-IEPR-03" from the drop-down menu.

When naming an attached file of 50 megabytes or less, please include the gas utility's name in the filename. Attachments should be submitted as separate files and clearly identified. Cover letters that identify documents that are part of the filing are unnecessary.

If requesting confidentiality for any part of the submittal, please read and follow the instructions in [A: Confidentiality Applications](#). For confidentiality applications that require document signatures, the words "Original signed by" and the signee's typed name can serve in lieu of a wet signature. **Yellow fill should be used to highlight all cells for which confidentiality is being requested.** CEC staff uses color coding to track these requests and to protect data determined to be confidential. color coding to track these requests and to protect data determined to be confidential.

Electronic information files are required for:

- Data on specified forms using Microsoft Excel®.

- Reports, narratives, and cover letters in Microsoft Word® or Adobe Acrobat®.

A template with data forms will be available on the CEC website or by request. While it is preferred that filers use this template, participants may provide these results in their own format if they provide and clearly label the equivalent information.

## Protocols for Submitted Demand Forecasts

The format for collecting this information will be two forms (along with supporting data) that will support the CEC's efforts to generate the demand and rate forecast. More information on the supporting data requested will be listed later in this document. The purpose is to obtain the gas utility data necessary to improve the CEC's gas demand and rate forecasts.

# Specific Instructions

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**Data are requested from gas utilities with annual natural gas deliveries of 200 million therms or more in each of the two previous calendar years.**

Several forms request data by Customer Class. The customer classes requested on these forms are found in the "Definitions" section on page 14-15.

## **Form 1 Utilities Natural Gas Demand Forecasts**

Form 1 covers the utilities' natural gas demand forecasts. If the form requests data that the gas utility does not have, please specify this on the form. If the form requests data that is not applicable to the utility, please write "not applicable."

### **Form 1.1 Average Year Natural Gas Demand By Customer Class and Month**

This form seeks each utility's forecast of average year natural gas demand by customer class and month for the years 2023 through 2035.

### **Form 1.2 Cold Year and Dry Hydro Demand By Customer Class and Month**

This form seeks each utility's cold year and dry hydro natural gas demand by customer class and month for the years 2023 through 2035.

### **Form 1.3 Hot Year Natural Gas Demand By Customer Class and Month**

This form seeks each utility's hot year natural gas demand by customer class and month for the years 2023 through 2035.

### **Form 1.4 Daily Recorded and Weather Normalized Natural Gas Demand By Customer Class and Day**

This form seeks each utility's daily recorded and weather normalized natural gas demand by customer class and month for the last two calendar years available.

### **Form 1.5 Peak Day Demands**

This form seeks each utility's peak day forecast for the following scenarios: Extreme Peak Day/Abnormal Peak Day, Winter Peak Day Demand, Summer Peak Day Demand, and Monthly Peak Day Demand.

### **Form 1.6 Natural Gas Commodity Price, Electricity Price, Average Natural Gas Transportation Rate by Customer Class, and Price of Renewable, Synthetic, or Hydrogen**

This form seeks the monthly natural gas commodity price in dollars per million cubic feet assumed as an input to the demand forecast, the monthly electricity price in cents per kWh, if any, and the average monthly natural gas transportation rate charged to each customer class in dollars per million cubic feet in developing the utility's natural gas demand forecast. This form also seeks the monthly price for any renewable gas, synthetic gas, or hydrogen that may

be blended into the commodity price used as an input to the demand forecast and to identify what portion of the overall commodity price is comprised by these fuels.

### **Form 1.7 Heating and Cooling Degree Days by Month and Year and Temperature Zone Identification**

This form requests the assumed heating and cooling degree days by month and year used to derive the forecast and a description of how they were determined. This includes historical heating and cooling days for the two most recent years available. The form also requests degree days for average year, cold year and dry hydro, and hot year scenarios. This form also requests the forecasted heating and cooling degree days accounting for climate change. Form 1.7 also seeks the names of the temperature zones used to derive the forecast, the names of the weather stations that define each zone, and the weight accorded each weather zone in developing any of the forecasts.

### **Form 1.8 Planning Area Macro-Level Economic and Demographic Assumptions**

This form seeks the macro-level economic and demographic assumptions behind each utility's natural gas demand forecast. Please fill in the tables on the worksheet or modify the worksheet with the inputs that the utility uses to prepare its natural gas demand forecasts. The first table includes annual gross state product for California and, if used in the demand forecast, the utility service area as well as any estimate of inflation or deflator series if embedded in any of the costs used to develop the forecast. This form also seeks population, # of households, personal income, taxable sales or commercial floorspace (in millions of square feet), and employment by economic sector. Employment sectors include economic and demographic assumptions.

- Agriculture
- Mining
- Construction
- Manufacturing
- Transportation, Information, Utilities
- Trade
  - Retail
  - Wholesale (including warehousing)
  - Restaurants
  - Finance, Insurance & Real Estate
  - Services
  - Accommodation
  - Personal & Laundry Services
  - Professional & Business Services
- Health and Social Services
- Miscellaneous Services
- Government and Education

## **Form 1.9 Base Year and Forecast of End-Use Equipment Data and Saturation by Customer Class**

This form seeks base year and forecast years of end-use equipment data. The utility should provide, for each customer class, the end use equipment and saturations assumed in the forecast.

## **Form 1.10 Cumulative Incremental Energy Efficiency and Demand Response by Sector**

This form requests information about energy efficiency and demand response. This can include gas utility programs, electric utility programs in the gas utility's service territory that impact future gas demand, and nonutility programs. Here the utility is to report cumulative incremental impacts of energy efficiency.

## **Form 1.11 Demand Reduction Due to Climate Change, Electrification, and RNG, OR Hydrogen**

This form seeks each gas utility's forecast of demand reduction or increase due to a) climate change; b) electrification; or c) introduction of renewable gas, hydrogen, or synthetic gas. It also asks for the quantity of alternatives that the utility forecasts it or others will blend into the gas system and the quantity of certified low carbon gas procured by the utility. The utility should indicate each local jurisdiction it knows has or is expected to adopt some sort of local ordinance or building code reducing natural gas use and whether the utility has taken that into account in its forecast.

## **Form 1.12 New Business**

Form 1.12 asks how much of the forecast represents new business and the additional miles of new pipe needed to serve new business. The utility should indicate the number of net additional million cubic feet per day in the demand forecast for each customer class that represents new business.

## **Form 2 Natural gas transportation rates and revenue requirements**

Form 2 pertains to natural gas transportation rates and revenue requirements.

### **Form 2.1 Natural Gas Revenue Requirement by Functional Asset Category and Customer Class**

This form seeks the natural gas revenue requirement by functional asset category (e.g., distribution, transmission, storage, customer and other) and the associated factors used to allocate costs for each functional category to customer classes. Either use the format outlined in the forms or modify the form to report the information as it is normally collected and reported by the utility.

Please break out costs for major programs separately. Examples of major programs include the Pipeline Safety Enhancement Program, the Storage Integrity Management Program, the Transmission Integrity Management Program, the Distribution Integrity Management Program, the Work for Others Program, and the New Business Program. Please break out capital expenditures by functional asset category. Break out Operation and Maintenance (O&M) expenses by functional cost category. Please identify the following O&M expenses:

- Administrative and general costs
- Uncollectibles
- Franchise fees
- Depreciation
- Income taxes
- The net to gross multiplier
- Overall rate of return
- Use additional lines to identify O&M cost associated with procurement, customer service, information technology, engineering, support services or other.

This form also seeks the resulting allocation of costs for each asset category to each customer class, as follows:

	Backbone Transmission	Local Transmission	Storage	Distribution	Customer	Other
Residential						
Core Commercial						
Core Industrial						
Noncore Commercial						
Noncore non-Electric Generation (EG)						
EG						
Wholesale						
Enhanced Oil Recovery (EOR)						
Other						
Total						

## Form 2.2 Customer Count Information

This form seeks the count of customers by class and the number of customers on CARE rates.

## **Form 2.3 Total Dollars of Rate base By Functional Category Split Into Depreciated and Undepreciated Asset Value**

This form seeks total dollars of ratebase for each functional category, split into depreciated versus undepreciated asset value.

## **Form 2.4 Expected Replacement and Retirement of Gas Infrastructure**

This form seeks number of regulators, expected replacement miles from 2023-2035, expected number of regulator retirements, expected number of pipeline retirements, and number of miles at high risk of failure or incident.

### **Additional Forecast Detail**

Please provide the following:

- **Detailed forecast workpapers**  
The workpapers that accompany the forecasts.
- **Description and Map of Gas Utility Service Area**  
A description and map of the gas utility service area and, if different, the area for which the gas utility forecasts demand. Please identify if this includes small gas providers within the utility service territory.
- **Temperature Data Used to Identify Extreme Peak Day**  
Historical data set used to identify the temperature for the extreme peak day.
- **Temperature Basis for Heating Degree and Cooling Degree Days**  
The gas utility's temperature basis for heating degree and cooling degree days.
- **Underlying Demographic and Economic Assumptions**  
The underlying demographic and economic assumptions for the forecast, including assumptions about geographic changes in the service area or movement of customers to or from other utilities. Please provide information on plausibility, sensitivity, and alternative economic scenario analyses.
- **Description of Energy Efficiency Impacts**  
A description of how the forecasts account for energy efficiency, additional achievable energy efficiency, etc. Estimation of the additional cost-effective conservation potential and the impact of possible methods to achieve this potential, and a description of each conservation activity carried out by the gas utility and those proposed for future implementation.
- **Gas Distribution and Transmission System Annual Reports**  
Most recent report submitted under CPUC General Order 112-F Section 123.  
CPUC General Order 112-F requires pipeline operators to submit annual reports to the CPUC as required by Title 49, Code of Federal Regulations, Part 191.11 and 191.17.  
These annual reports include information such as:



- Volume transported
- Miles of pipe
- Integrity inspections conducted
- Failures, leaks, and repairs
- Excavation damage

# ACRONYMS AND ABBREVIATIONS

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<b>Acronym/Abbreviation</b>	<b>Original Term</b>
<i>2023 IEPR</i>	<i>2023 Integrated Energy Policy Report</i>
APD	Abnormal Peak Day
CARE	California Alternative Rates for Energy
CCR	California Code of Regulations
CGR	California Gas Report
CDD	Cooling Degree Day
CPUC	California Public Utilities Commission
Energy Commission	California Energy Commission
EG	Electric Generation
EOR	Enhanced oil Recovery
HDD	Heating Degree Day
IEPR	Integrated Energy Policy Report
IOU	Investor-Owned utility
kWh	Kilowatt-hour
LDC	Local Electric or Natural Gas Distribution Company
MMcfd	Million Cubic Feet Per Day
NG	Natural Gas
PG&E	Pacific Gas and Electric Company
PRC	California Public Resources Code
RNG	Renewable Natural Gas
SDG&E	San Diego Gas and Electric Company
SMUD	Sacramento Municipal Utility District
SoCalGas	Southern California Gas Company

## DEFINITIONS

**Average Day:** Annual gas sales or requirements assuming average temperature year conditions divided by 365 days.

**Average Year:** Temperature and hydro conditions expected to occur 1-in-2 years. One in two is considered an average year because one year out of two is half of all years.

**Cogeneration:** Simultaneous production of electricity and thermal energy from the same fuel source.

**Cold Temperature Year:** Cold design-temperature conditions based on long-term recorded weather data.

**Commodity Price:** The price of natural gas in dollars per million British thermal units that is purchased by a utility and passed through to customers on their monthly bill.

**Company Use:** Gas used by utilities for operational purposes, such as fuel for line compression and injection into storage.

**Core Customer (PG&E):** A natural gas customer that consumes less than 20,800 therms of natural gas per month.

**Core Customers (SoCalGas and SDG&E):** All residential customers and all commercial and industrial customers with average usage less than 20,800 therms per month who cannot fuel switch. Also, those commercial and industrial customers (whose average usage is more than 20,800 therms per year) who elect to remain a core customer receiving bundled gas service from the local distribution company (LDC).

**Cost Allocator:** The factor used by the gas utility to allocate costs by category among customer classes.

**Customer:** An active billed account, of a utility distribution company (UDC), an LSE, or a gas utility.

**Customer Classes:** Customer classes used by the CEC are defined using the following categories.

**Table 1: Customer Class and Definitions**

<b>Customer Class</b>	<b>Definitions</b>
Residential	A category of gas customers whose dwellings are single-family units, multi-family units, mobile homes, or other similar living facilities.
Commercial (SoCalGas and SDG&E)	Category of gas customers whose establishments consist of services, manufacturing nondurable goods, dwellings not classified as residential, and farming (agricultural).

Commercial (PG&E):	Non-residential gas customers not engaged in EG, EOR, or gas resale activities with usage less than 20,800 therms per month industrial: customers consuming natural gas for industrial purposes.
Industrial (PG&E)	Non-residential customers not engaged in EG, EOR, or gas resale activities using more than 20,800 therms per month.
Industrial (SoCalGas and SDG&E)	Category of gas customers who are engaged in mining and in manufacturing.
Electric Generation	Customers consuming natural gas to generate electricity (including cogeneration) by a utility, customer, or independent power producer.
Wholesale	A category of customer, either a utility or municipal entity, that resells gas.
EOR	Injection of steam into oil-holding geologic zones to increase ability to extract oil by lowering its viscosity. Also used to designate a special category of gas customers.
Other	Customers consuming natural gas for other purposes.
Shrinkage	Gas used by the utility to operate its system or that is unaccounted for.

Source: California Energy Commission

**Customer Count:** The number of customers served in each customer class (should match the customer count used for setting rates).

**Customer Sectors:** Customer sectors used by the CEC are defined using the following NAICS categories.

**Table 2: Economic Sector Definitions and NAICS Codes**

<b>Economic Sector</b>	<b>NAICS Codes</b>
Residential: Private households, including single- and multifamily dwellings and mobile homes.	RE00-RE39, 001-003, and 814
Commercial	115, 326212, 42, 44-45, 493, 512, 514, 518-519, 52-55 (excluding 5324), 561, 61, 62, 71,72, 81

	(excluding 814), 92 (excluding 9225, 9226, and 92811)
Industrial	11331, 21 (excluding 211-213), 31, 32 (excluding 326212), 33, and 511
Mining/Resource Extraction/Construction	211-213, 23
Agricultural and Water Pumping	111, 112, and 22131
Transportation, Communication, Utility (TCU)	221 (excluding 22131), 48, 49 (excluding 493), 513, 517, 5324, 562, and 92811
Street Lighting/Traffic Signals	922198, 922199, 9225, 9226, 925130, 925140, and 925190

Source: California Energy Commission

**Demand:** The rate at which natural gas, measured as million cubic feet per day, is consumed by the customer.

**Electric Generator:** A machine that converts mechanical energy into electrical energy; or a device that converts non-mechanical energy to electricity directly, including without limitation photovoltaic solar cells and fuel cells.

**Electrification:** Demand that is decreased because it switches to electricity.

**End User:** Any company that consumes electricity or natural gas for its own use and not for resale.

**Exchange:** Delivery of gas by one party to another and the delivery of an equivalent quantity by the second party to the first. Such transactions usually involve different points of delivery and may or may not be current.

**Executive Director:** The executive director of the CEC or a designee.

**Functional Asset Category:** The typical asset categories as defined by function; that is Transmission, Storage, Distribution, Customer, and Other used for cost allocation and rate making.

**Gas Deliveries:** The volume of gas delivered to customers in million cubic feet per day, or where applicable, per hour.

**Gas Retailer:** Any company that a) sells natural gas to end users or customers located in California, b) produces and consumes natural gas on-site in California (except for gas consumed for gathering, processing, or compressing purposes), or c) produces natural gas at one site and consumes natural gas at another site that is in California and that is owned or controlled by the company.

**Gas Service Area:** The geographic area where a gas utility distributes, or has distributed during an applicable reporting period, natural gas to customers.

**Gas Sendout:** That portion of the available gas supply that is delivered to gas customers consumption, plus shrinkage.

**Gas Utility:** Any company that is a) engaged in, or authorized to engage in, distributing or transporting natural gas or natural gas liquids, and that is b) either owned or operated by a governmental public entity or regulated by the CPUC.

**Hourly Load Profile:** Demand broken down by hour.

**Injections:** The volume of gas injected into the underground gas storage project each day.

**Interstate Pipeline:** Any pipeline that crosses a state border and that is under the regulatory authority of the Federal Energy Regulatory Commission or its successors.

**Interstate Pipeline Company:** A company that owns or operates an interstate pipeline that delivers natural gas to California at the state's border or inside California's borders.

**Monthly System Peak Demand:** The highest system hourly demand in a calendar month.

**Natural Gas Liquids:** Liquid products that are produced at natural gas processing facilities and that are gaseous at reservoir temperatures and pressures but are recoverable by condensation or absorption.

**Natural Gas Sales:** The amount of natural gas sold by a Gas Retailer to a customer.

**Noncore Customer:** Commercial and industrial customers whose average exceeds 20,800 therms per month, including qualifying cogeneration and solar electric projects. Noncore customers assume gas procurement responsibilities and receive gas transportation service from the utility under firm or interruptible intrastate transmission arrangements.

**North American Industry Classification System (NAICS):** The system of classification for business establishments set forth in the most recent version of the North American Industry Classification System United States Manual (Executive Office of the President, Office of Management and Budget, Washington, D.C.), and as revised thereafter in the Federal Register.

**NAICS Code:** The applicable six-digit (unless otherwise specified) code in the NAICS for the entity being classified.

**Peak Demand:** The highest integrated net energy for load within a period (a month, a season, or a year).

**Person:** A human being.

**Power Plant:** A plant located in California or a California control area that contains one or more prime movers, one or more electric generators, and appropriate auxiliary equipment.

**Rate Schedule:** The alphanumeric designation for the utility service customer agreement including all service rates and charges and all classifications, practices, rules, or regulations that in any manner affect or relate to the utility services, rates, and charges.

**Service Account Number:** The unique identification number assigned by a utility to an account to track demand and provide billing services.

**Shrinkage:** Gas used by the utility to operate its system or that is unaccounted for.

**Stocks:** Quantities of oil, natural gas, or natural gas liquids representing measured inventories corrected to 60 degrees Fahrenheit less basic sediment and water where an actual physical measurement is possible. Stocks include domestic and foreign quantities held at a facility and in transit thereto, except those in transit by a pipeline.

**Submitted:** Regarding data, a report, or an application that must be submitted by a specified date, that the CEC receives the data by that date and that the data, report, or application is complete, accurate, and in compliance with the applicable requirements of this article and with the forms and instructions specified under section 1303 and 1342.

**Therm:** A unit of heat equal to 100,000 British thermal units (1.054 x 10<sup>8</sup> joules).

**Tolling Agreement:** A contractual arrangement whereby the buyer of electricity agrees to provide specified amounts of natural gas to a power plant for conversion to specified amounts of electric energy over a specified period.

**Underground Gas Storage Project:** A project for the injection and withdrawal of natural gas into an underground reservoir for the purpose of storage. An underground gas storage project includes the reservoir used for storage, the confining strata, gas storage wells, observation wells, and any other wells approved for use in the project. An underground gas storage project also includes the wellheads and, to the extent that they are subject to regulation by the Division of Geologic Energy Management, attendant facilities, and other appurtenances.

**Useful Thermal Output:** The thermal energy made available in a cogeneration system for use in any industrial or commercial process, heating or cooling application, or delivered to other end users, such as, total thermal energy made available for processes and applications other than electrical generation.

**Waste Heat:** The thermal energy produced during electrical generation but not utilized for a useful purpose as defined in "useful thermal output," such as, the total heat content of the fuel used to generate electricity minus the energy content of the useful thermal output and electricity production.

**Withdrawals:** The volume of gas withdrawn from the underground gas storage project each day.

**Working Gas:** The volume of daily natural gas in an underground gas storage project available to be withdrawn, not including base gas.

**Working Gas Capacity:** The total storage capacity of the underground gas storage project minus base gas.



# APPENDIX A:

## Confidentiality Applications

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### Repeated Applications for Confidentiality

Information submitted to the California Energy Commission can be deemed confidential without the need for a new application under CCR, Title 20, sections 2505(a)(1)(G) and 2505(a)(4) if you file a certification under penalty of perjury that the new information is substantially similar to the previously granted confidentiality.

In this case, your current application will serve as your certification, and the designation of confidentiality will be under the same terms as the prior designation. The information will remain confidential under the same terms as the prior designation for the same or comparable period identified by the applicant in the application. When submitting substantially similar information, you may take advantage of the repeated application process by providing a certification along with the data.

### How to Request Confidentiality

The executive director of the CEC is responsible for determining what information submitted with an application for confidentiality will be deemed confidential. Parties who seek such a designation for data they submit must make a separate, written request that identifies the specific information and provides a discussion of why the information should be protected from release, the length of time such protection is sought, and whether the information can be released in aggregated form.

Certain categories of data provided to the CEC, when submitted with a request for confidentiality, will be automatically designated as confidential and do not require an application. The types of data that are eligible and the process for obtaining this confidential designation are specified in CCR, Title 20, Section 2505(a)(5). The CEC has its own regulations distinct from those governing the CPUC, and CPUC determinations on confidentiality are not applicable to data submitted to the Energy Commission.

Parties should be aware that some confidential data may be disclosed after aggregation according to CCR, Title 20, section 2507(d) or (e).

### What a New or Repeated Confidentiality Application Must Have

Applications for confidentiality and confidential documents must be uploaded directly to Dockets through the e-filing system. A user's guide to the CEC's e-filing system is posted at <http://www.energy.ca.gov/e-filing/>. Paper copies or compact discs do not need to be submitted. Links to the e-filing system are provided on each proceeding's web page under the link "**Submit e-filing.**" Registration is necessary the first time documents are uploaded. Once registration is complete, to submit a confidential filing click **Quick Actions** on the **DASHBOARD** and select **Submit Confidential e-filing** from the dropdown menu. The application needs to be uploaded first, followed by the confidential materials. The application

will then be acted upon by the executive director in consultation with the chief counsel of the CEC. (Section 2505, subd. [a])

- The following statement must be included, "I certify under penalty of perjury that the information contained in this application for confidential designation is true, correct, and complete to the best of my knowledge. I also certify that I am authorized to make the application and certification on behalf of (ABC Utility or Corporation)."
- For electronic filings containing a signature, including for submissions into electronic databases requiring a signature as attestation of information, the signature may be in electronic form and represented as a scanned signature graphic, or "Original Signed By," "/S/," or similar notation followed by a typewritten name.

## **What a New or Repeated Confidentiality Application Must Include**

A complete application for confidentiality contains the following information:

- Identification of the information being submitted, including docket number, title, date, and size (for example, pages, sheets, megabytes).
- Description of the data or information for which confidentiality is being requested (for example, particular electricity supply contract categories for particular years).
- On Microsoft Excel® forms submitted with prospectively confidential data, identification of specific cells using yellow fills that are consistent with the confidentiality application.
- A clear description of the period for which confidentiality is being sought for each information category (for example, until December 31, 2023).
- An appropriate justification for each confidential data category request, including applicable provisions of the California Public Records Act (Government Code Section 6250 et seq.) and/or other laws.
- A statement attesting that a) the specific records to be withheld from public disclosure are exempt under provisions of the Government Code, or b) the public interest in nondisclosure of these particular facts clearly outweighs the public interest in disclosure.

## **What Happens If a New or Repeated Application Is Incomplete**

Applications that are docketed will be reviewed by CEC staff within 30 calendar days of receipt for clarity, completeness, content, and context. If the application is incomplete or ambiguous in one or more respects, or if the data are incomplete or questionable, staff will contact the filer to resolve these uncertainties or obtain needed information.

Staff may append data and information to the supply forms as requested by the filer. Also, an updated or corrected Excel file may be forwarded by the filer as necessary. Where an application is unclear or incomplete, a filer may submit a corrected replacement application for confidentiality. By arrangement, a corrected application may be submitted electronically to the Docket Office. Once a docketed application is considered complete, staff prepares a recommendation for determination by the executive director.

Applications deemed incomplete may not be docketed by Energy Commission staff and may result in delay in processing until the deficiency can be corrected. The filer will be notified by

the Office of the Chief Counsel about deficiencies in the application. The applicant has 14 calendar days to correct defects in the application and return an amended application to the CEC.

After 14 days, all information associated with a still-incomplete application for confidentiality will be deemed publicly disclosable and will be docketed accordingly.

### **Determinations and Additional Information for New Applications**

The executive director signs confidentiality determination letters in response to New Applications for Confidentiality. The applicant has 14 calendar days to appeal this decision.

An applicant can request confidentiality at any time, but once information is publicly released, confidentiality cannot be granted. The CEC strongly encourages filers to provide data and confidentiality requests concurrently.

More specific questions about confidentiality may be emailed to [ConfidentialityApplication@energy.ca.gov](mailto:ConfidentialityApplication@energy.ca.gov).