

## Accessibility of Proceeding Documents (January 12, 2016)

Document	CPUC Website		Email		Other		Notes
	Docket Card (current)	Docket Card (w/upgrade)	Service List	Subscription Service	Central Files	From Party	
<b>Application, Rulings, Documents Filed by Parties</b>							
New Application or Complaint	Yes	Yes	N/A	Yes <sup>1</sup>	No*	Yes	Served on existing service lists determined to be relevant. If application is not e-filed it will be in Central Files.
New OII or OIR	Yes	Yes	N/A	N/A	Yes	N/A	Served on existing service lists determined to be relevant.
Comments (from parties)	Yes	Yes	Yes	Yes	No*	Yes	
Motion	Yes	Yes	Yes	Yes	No*	Yes	
Brief	Yes	Yes	Yes	Yes	No*	Yes	
Ex Parte Notice	Yes	Yes	Yes	Yes	No*	Yes	Includes any written materials distributed at meeting
Documents Filed Under Seal <sup>2</sup>	No	No	No	No	Yes	No	Sealed copy kept in Central Files.
Ruling	Yes	Yes	Yes	Yes	No	N/A	
Email Ruling	Yes	Yes	Yes	Yes	No	N/A	Service list receives immediately, but others receive only after formal filing by Docket Office
Scoping Memo	Yes	Yes	Yes	Yes	No	N/A	
Notice of Hearing, PPH, Workshop, All Party Meeting	Yes	Yes	Yes	Yes	No	N/A	Posted in Daily Calendar

<sup>1</sup> Subscribers can ask to be notified when new applications and complaints are filed, and when new Rulemakings and Investigations are opened.

<sup>2</sup> A redacted (public) version of a document filed under seal may be available to be served on parties and placed on the Docket Card. This is case specific.

\* Documents that are e-filed are not included in Central Files. But, in those instances where documents are filed in hard copy instead of e-filing, the document is kept in Central Files. The most common example is a document filed under seal.

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<b>Testimony and Transcripts</b>							
Prepared Testimony and other Exhibits marked for identification	No	Yes <sup>3</sup>	Yes	No	Yes	Yes	Prepared Testimony is served on the service list pursuant to Rule 13.8. Other exhibits may be offered at evidentiary hearing.
Transcript of Hearings and PPHs	No	No	No	No	Yes	N/A	Available at \$/page cost from Court Reporters (per contract w/Court Reporters). Docket Card lists the transcript but does not include a copy.
<b>Public Comment</b>							
Written Public Comment from non-parties (sent to Public Advisors Office, Commissioners, or Industry Division)	No	No	No	No	Yes	N/A	Available from PAO. Assigned Judges and Commission offices receive copies.
Written Public Comment from non-parties (sent to ALJ)	No	No	No	No	Yes	N/A	In Correspondence file.
Transcript of PPHs	No	No	No	No	Yes	N/A	For \$/page cost from Court Reporters (per contract w/Court Reporters)
<b>Workshop Materials</b>							
Workshop Report attached to Ruling	Yes	Yes	Yes	Yes	No	Yes	
Workshop Materials not attached to Ruling	No	Yes	No	No	No	Yes	May be posted on industry-specific page of CPUC website
Workshop Report or Summary	No	Yes	Sometimes	No	No	Yes	Usually is served on service list
<b>Decisions and Decision Comments</b>							
Proposed Decision	Yes	Yes	Yes	Yes	No	N/A	
Comments (from parties) on PD	Yes	Yes	Yes	Yes	No*	Yes	
Alternate Decision	Yes	Yes	Yes	Yes	No	N/A	
Final Published Decision	Yes	Yes	Yes	Yes	Yes	N/A	Includes OIR and OII decisions
Revised PD (with no markings showing changes)	No	No	No	Yes	No	N/A	On CPUC website under "Recently Published Documents". Subscribers notified. Judges may serve courtesy copy. ALJ Division is considering modifying procedure to include service to the service list.

<sup>3</sup> Admitted Exhibits will be on the Docket Card. Marked Exhibits that are not admitted will be available on the website.

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Revised PD showing revisions (showing each edit)	No	No	No	Yes	No	N/A	On CPUC website under "Recently Published Documents". Subscribers are notified . Judges may serve courtesy copy.
Revised PD showing revisions (line down the side)	No	No	No	No	No	N/A	Placed on Escutia Table and distributed internally at CPUC.
<b>Misc.</b>							
Notice of Intent for IComp, IComp Request	Yes	No	Yes	Yes	No*	Yes	
IComp Request backup materials	No	Yes	No	No	No*	Yes	

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**Key to Locations:**

**ONLINE WEB ACCESS:**

**Docket Card:** Access via the web at <http://www.cpuc.ca.gov/PUC/documents/>

**New IT Program:** ALJ Division is in the process of launching an online system to provide access to served testimony and to evidentiary exhibits.

**EMAIL ACCESS:**

**Service List:** Parties, individuals with “State Service” (this may be a CPUC or other state employee) and people who have signed up as “Information Only.” Current service list is available through Docket Card. To be added to service list, person/party must appear at a hearing and fill out a yellow form, or email Process Office ([processoffice@cpuc.ca.gov](mailto:processoffice@cpuc.ca.gov)).

**Subscription Service:** Anyone can sign up for this without going through process office and without revealing their interest in the case. This service emails documents to you when they are “published” on the website or when they are posted to the Docket Card. Documents that are “served” but not “filed” are NOT included in Subscription Service. Email Rulings are noticed to subscribers only when they are filed and posted to the Docket Card, which may mean a delay in subscribers receiving notification of matters).

**OTHER:**

**Central Files:** Hard copies of applications that were filed in hard copy (i.e. NOT e-filed), exhibits (after admitted by the judge), and transcripts are available for review and photocopying. Also, Central Files is the repository for all confidential documents..

**From Party:** IOUs are required to post regulatory filings on their website. Parties should provide copies of documents if asked.

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