



Public Advisor's Office



How to Become a Party to a Proceeding

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Introduction

One of the responsibilities of the Public Advisor's Office (PAO) is to provide resources to people and organizations interested in becoming parties to CPUC proceedings.

The process of becoming a party can be difficult to understand; therefore, the PAO provides this information to help new potential parties understand the processes.





Accessing Information on How to Become a Party

There are several ways to locate information related to the process of becoming a party:

- From the CPUC homepage (www.cpuc.ca.gov)
- From the Proceedings drop-down menu on every CPUC webpage
- From the PAO homepage (www.cpuc.ca.gov/pao)
- By visiting the Consumer Information Website (consumers.cpuc.ca.gov)
- By utilizing the search engine on the homepage
- CPUC Brochures





From the CPUC Homepage

For ease of access, a direct link to the “Become a Party” page is included on the CPUC’s homepage (www.cpuc.ca.gov), under the heading “How do I...Get Involved in a Proceeding”.

← → <http://www.cpuc.ca.gov/> Welcome to the California ... x

File Edit View Favorites Tools Help

Suggested Sites Web Slice Gallery

How Do I...

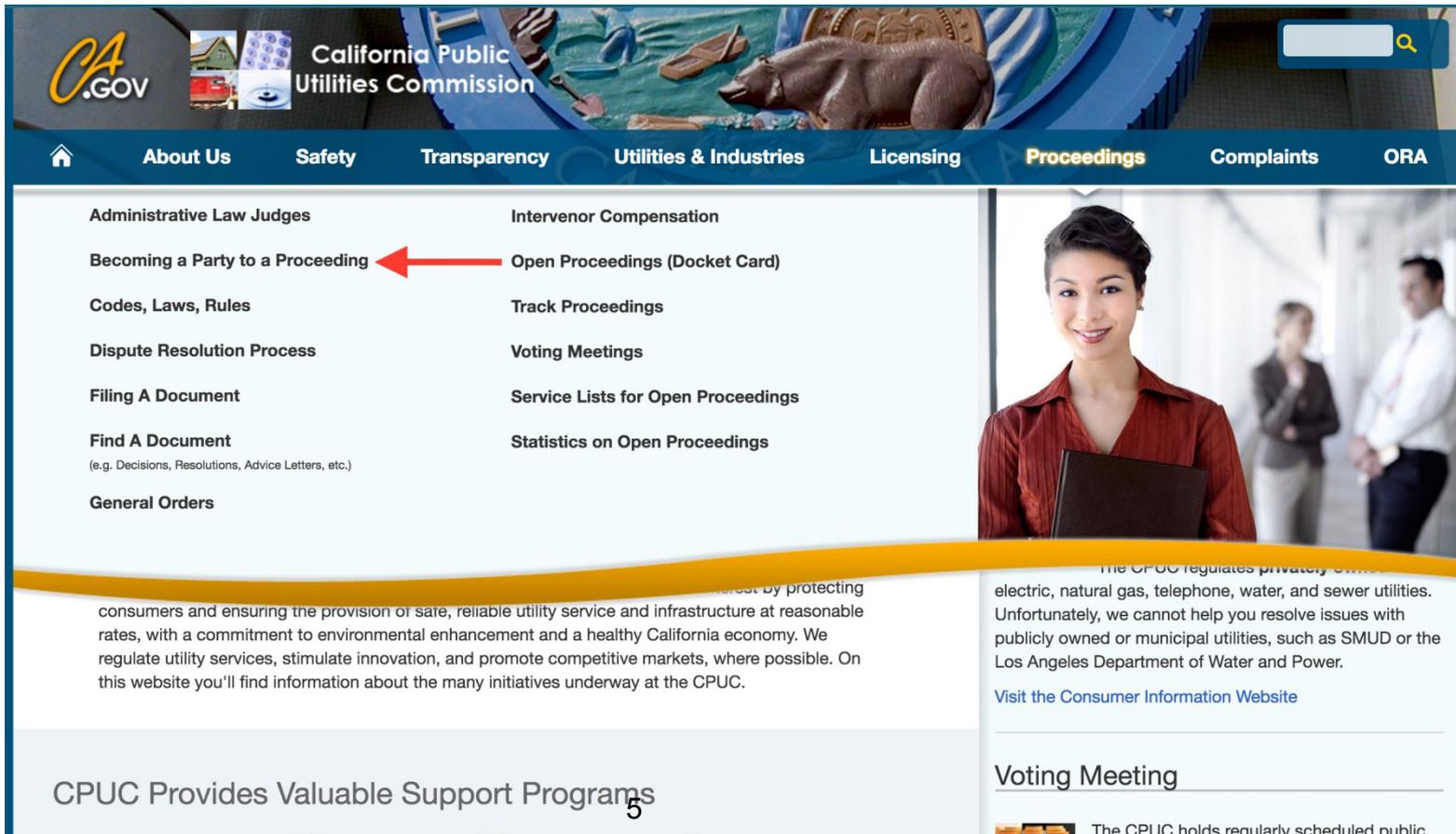
- File A Complaint
- File A Formal Document
- Find A Commission Decision
- Find A Commission Resolution
- Find Consumer Contacts Statistics



- Find an Advice Letter
- Get Involved in a Proceeding
- Get a Job with CPUC
- Make Public Comments
- Search for Official Documents

From Every Page

You can navigate to information on becoming a party from the Proceedings drop-down menu on every webpage.



The screenshot shows the California Public Utilities Commission (CPUC) website. The top navigation bar includes links for Home, About Us, Safety, Transparency, Utilities & Industries, Licensing, Proceedings, Complaints, and ORA. The Proceedings dropdown menu is open, displaying a list of options: Administrative Law Judges, Becoming a Party to a Proceeding (highlighted with a red arrow), Codes, Laws, Rules, Dispute Resolution Process, Filing A Document, Find A Document (with subtext: e.g. Decisions, Resolutions, Advice Letters, etc.), General Orders, Intervenor Compensation, Open Proceedings (Docket Card), Track Proceedings, Voting Meetings, Service Lists for Open Proceedings, and Statistics on Open Proceedings. Below the navigation bar, there is a section titled "CPUC Provides Valuable Support Programs" and another section titled "Voting Meeting" with a subtext: "The CPUC holds regularly scheduled public".

CA .GOV California Public Utilities Commission

Home About Us Safety Transparency Utilities & Industries Licensing Proceedings Complaints ORA

- Administrative Law Judges
- Becoming a Party to a Proceeding**
- Codes, Laws, Rules
- Dispute Resolution Process
- Filing A Document
- Find A Document
(e.g. Decisions, Resolutions, Advice Letters, etc.)
- General Orders
- Intervenor Compensation
- Open Proceedings (Docket Card)
- Track Proceedings
- Voting Meetings
- Service Lists for Open Proceedings
- Statistics on Open Proceedings

CPUC Provides Valuable Support Programs

Voting Meeting
The CPUC holds regularly scheduled public

From the PAO Homepage

From the PAO homepage (www.cpuc.ca.gov/pao) you can access information under “Become a Party”.

Home : About Us : News & Outreach : Public Advisor's Office

CPUC Public Advisor's Office

The Public Advisor's Office provides procedural information to individuals and groups who want to participate in formal proceedings at the California Public Utilities Commission (CPUC). In addition, we provide programs and services to educate and assist the public, including special accommodations and interpreter services. Our staff can help answer your questions, help you locate information, or refer you to an appropriate staff person. The Public Advisor's Office has duties that are mandated by CA Public Utilities Code Section 321.

 **Providing Comments**

Learn how you can provide public comments on an issue being considered by the CPUC.
[Learn More](#)

 **Become a Party**

Learn how to become a party to a CPUC proceeding along with helpful information for first time participants in proceedings.
[Learn More](#)

 **Tracking Issues of Interest**

Learn how to follow proceedings covering issues of

 **TEAM and CHANGES**

These programs provide education and complaint

Consumer Information Website

You can navigate to information on becoming a party from the Get Involved drop-down menu on every webpage of the Consumer Information Website.

CA .GOV California Public Utilities Commission Consumer Information Website

Home Utilities & Industries I Have a Complaint Help with Utilities Consumer Programs **Get Involved** Newsroom

CPUC Voting Meetings Voting Meeting Presentations
Voting Meeting Agenda Public Speaker Sign Up Form
Voting Webcast Public Hearings
Get Involved in a Proceeding ← Order A Document

Consumer Information Center

On this website you'll find information about how to resolve a billing, service, or safety issue with a utility, moving company, or "passenger carrier," such as a limousine, airport shuttle, or charter bus company. We also can help you resolve safety issues related to railroads and light rail. There is also information on how to lower your utility bill.

- Need help understanding your utility bills and service or assistance in resolving disputes? Visit the [Consumer Affairs Branch \(CAB\) webpage](#).
- Want to participate in formal proceedings? Visit the [Public Advisor's webpage](#) for more information.

[Visit the CPUC Main Site](#)

The CPUC protects consumers by ensuring the provision of safe, reliable utility service and infrastructure at reasonable rates, with a commitment to environmental enhancement and a healthy California economy. Find out more about our work on our main website.

[Visit Site](#)

[I have a Complaint](#)

The CPUC can help you file a complaint against

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Other Ways to Locate Information

- **Search Engine:** Those visiting the CPUC website can locate information on becoming a party by using the search engine on the top right-hand corner of the homepage and typing in key words/phrases, such as “how to become a party”, “party”, and “comment”.
- **Brochures:** The CPUC has a series of brochures on CPUC processes, including “How to Become a Party in a CPUC Proceeding”. They can be found under:
 - “Helpful Brochures” on the PAO homepage
 - Fact Sheets (www.cpuc.ca.gov/Fact_Sheets)
 - “CPUC Brochures” on the Consumer Information Website homepageThese brochures are also available at our public meetings and in our lobby.





How to Become a Party

The PAO website breaks down the process of becoming a party by first providing important introductory information and then breaking down the process into three steps. Each PAO webpage dedicated to the subject of “Becoming a Party to a Proceeding” includes the email address and telephone number for the Public Advisor’s Office.



Becoming a Party – Introductory Information

This webpage ([www.cpuc.ca.gov/Party to a Proceeding](http://www.cpuc.ca.gov/Party_to_a_Proceeding)) provides information for first-time practitioners. It includes a direct link to the Rules of Practice and Procedure, as well as a link to a PAO brochure titled, “How to Become a Party to a Proceeding”.





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The Methods for Becoming a Party to a Proceeding - Rule 1.4

This page (www.cpuc.ca.gov/become_a_party) breaks down Rule 1.4 of the CPUC's Rules of Practice and Procedure. It includes detailed descriptions of the four methods by which an individual or organization can become a party.

3

Creating Formal Documents – Templates Provided

If a person/organization chooses to file a motion for party status, this page (www.cpuc.ca.gov/creating_formal_documents) provides a template of a motion and a certificate of service, as well as examples of each.





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Serving and Filing Formal Documents in a Proceeding

This page (www.cpuc.ca.gov/servingandfilingdocuments) provides detailed information on the process of serving and filing formal documents (e.g., motion for party status, certificate of service) in a proceeding. Important CPUC contact information is also included on this page, such as the contact information for the Docket Office as well as the Public Advisor's Office.





Thank you!
For Additional Information:
www.cpuc.ca.gov
consumers.cpuc.ca.gov

