

## **APPENDIX A**

### **(Request for Hearing Instructions)**

## **INSTRUCTIONS TO AGREE TO COMPLY WITH/ REQUEST A HEARING ON PROPOSED ADMINISTRATIVE ENFORCEMENT ORDER**

Respondent is required to respond to this Proposed Order by: **5:00 PM on October 26, 2026**. By way of such response, Respondent, must either:

- 1) Agree to pay any penalty required by this Proposed Order and to comply with all corrective actions upon adoption of a final order by the Commission.<sup>1</sup>

**OR**

- 2) Request a hearing on the Proposed Order.<sup>2</sup>

The right to a hearing is forfeited if a Request for Hearing is not timely filed. If a timely Request for Hearing is not filed, this Proposed Order will become final and effective upon adoption by the Commission (Final Order).

A requested hearing shall be conducted by an Administrative Law Judge in accordance with the hearing provisions in the Citation Appellate Rules. After hearing, this Proposed Order or any Administrative Law Judge modifications to the Proposed Order shall become a Final Order, effective upon Commission approval of the draft resolution prepared by the Administrative Law Judge. The draft Administrative Law Judge resolution approved by the Commission is subject to rehearing pursuant to Public Utilities Code section 1731 and to judicial review pursuant to Public Utilities Code section 1756.

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<sup>1</sup> Please see "Agreement to Comply with Administrative Enforcement Order" form.

<sup>2</sup> Respondent may request a hearing of this Proposed Order by completing and submitting a Request for Hearing Form. Please see the attached document, "Directions for Requesting Hearing of Proposed Administrative Enforcement Order" for information on the process and the attached "Request for Hearing of Proposed Administrative Enforcement Order Form."

**AGREEMENT TO COMPLY WITH PROPOSED**  
**ADMINISTRATIVE ENFORCEMENT ORDER**

I (we) \_\_\_\_\_ hereby agree to comply with this Proposed Administrative Enforcement Order (Proposed Order) dated\_\_\_\_\_, and have (check all applicable):

- ☐ Corrected/mitigated the violation(s) noted in the Proposed Order on \_\_\_\_\_ and no later than \_\_\_\_\_.
- ☐ Performed all work to make permanent corrections to any mitigated, or otherwise remaining concerns related to the violation(s) will be completed as noted in the Compliance Plan submitted to the Director of the Safety and Enforcement Division.
- ☐ Agree to pay a fine in the amount of \$\_\_\_\_\_ as included in the Proposed Order upon the Commission's adoption of the Proposed Order.

**Signature of Electrical Corporation's Treasurer, Chief Financial Officer, or President/Chief Executive Officer, or delegated Officer thereof**

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Printed Name and Title)

The Fine is due within 30 days of adoption of the Final Order. Respondent's payment shall be by check or money order and shall be made payable to the California Public Utilities Commission. Respondent shall write on the face of the check or money order: "For deposit to the State of California General Fund." Respondent shall deliver payment to:

**California Public Utilities Commission**  
**ATTENTION: Fiscal Office**  
**505 Van Ness Avenue, Room 3000**  
**San Francisco, CA 94102-3298**

**NOTE:** A copy of the completed Payment Form must be sent to the Director of the Safety and Enforcement Division, via email or regular mail, to the address provided on the Citation

## **DIRECTIONS FOR SUBMITTING A REQUEST FOR HEARING OF A PROPOSED ADMINISTRATIVE ENFORCEMENT ORDER**

Within 30 calendar days of the Respondent being served with a **PROPOSED ADMINISTRATIVE ENFORCEMENT ORDER**, Respondent may request a hearing. The filing of a timely Request for Hearing shall **NOT** excuse Respondent from curing the violations identified in the Proposed Order.

To request a hearing, the Respondent must file a Request for Hearing (Including a complete title page complying with Rule 1.6 of the Commission's Rules of Practice and Procedure) along with copies of any materials the Respondent wants to provide in support of its request with the Commission's Docket Office and must serve the Request for Hearing, at a minimum, on:

- 1) The Chief Administrative Law Judge (with an electronic copy to Administrative\_Enforcement\_Appeals\_Coordinator@cpuc.ca.gov).
- 2) The Director of the Safety and Enforcement Division
- 3) The Executive Director
- 4) The Deputy Executive Director for Safety and Enforcement
- 5) The General Counsel
- 6) The Director of the Public Advocates Office of the California Public Utilities Commission

at the address listed below within 30 calendar days of the date on which the Respondent is served the Proposed Administrative Enforcement Order. The Respondent must file a proof of service to this effect at the same time the Respondent files the Request for a Hearing. The Request for a Hearing must at a minimum state: (a) the date of the Proposed Administrative Enforcement Order; and (b) the rationale for Request for Hearing with specificity on all grounds. Sample Forms are provided below.

**California Public Utilities Commission**  
**505 Van Ness Ave.**  
**San Francisco, CA 94102**  
**Attn: <Insert Title>**

**NOTE:** Submission of a *Request for Hearing* in no way diminishes Respondent's responsibility for correcting the violation(s) described in the Proposed Administrative Enforcement Order, or otherwise ensuring the safety of facilities or conditions that underlie the violation(s) noted in the Proposed Administrative Enforcement Order.

Ex Parte Communications as defined by Rule 8.1(c) of the Commission's Rules of Practice and Procedure are prohibited from the date the Proposed Administrative Enforcement Order is issued through the date a Final Order is issued.

After receipt of the Respondent's Request for Hearing, a hearing will be convened before an Administrative Law Judge. At least ten days before the date of the hearing, the Respondent will be notified and provided with the location, date, and time for the hearing. At the hearing,

- (a) Respondent may be represented by an attorney or other representative, but any such representation shall be at the sole expense of the Respondent.
- (b) Respondent may request a transcript of the hearing but must pay for the cost of the transcript in accordance with the Commission's usual procedures.
- (c) Respondent is entitled to the services of an interpreter at the Commission's expense upon written request to the Chief Administrative Law Judge not less than five business days prior to the date of the hearing.
- (d) Respondent is entitled to a copy of or electronic reference to "Resolution ALJ-377, Citation Appellate Rules and General Order 156 Appellate Rules (Citation Appellate Rules)"; and
- (e) Respondent may bring documents to offer in evidence (Rule 13.6 (Evidence) of the Commission's Rules of Practice and Procedure applies) and/or call witnesses to testify on Respondent's behalf. At the Commission's discretion, the hearing in regard to the Respondent's appeal can be held either virtually or in a CPUC hearing room at either of the following locations:

**San Francisco:**

505 Van Ness Avenue  
San Francisco, CA 94102

**Los Angeles:**

320 West 4<sup>th</sup> Street, Suite 500  
Los Angeles, CA 90013

The hearing(s) held in regard to the Respondent's Proposed Administrative Enforcement Order will be adjudicated in conformance with all applicable Public Utilities Code requirements.

**BEFORE THE PUBLIC UTILITIES COMMISSION  
OF THE STATE OF CALIFORNIA**

In the matter of:

Insert title of Proposed Administrative  
Enforcement Order

Proposed Administrative  
Enforcement Order  
(Order Number)

**REQUEST OF [NAME OF RESPONDENT] FOR HEARING ON  
PROPOSED ADMINISTRATIVE ENFORCEMENT ORDER**

Statements supporting the Request for Hearing.

**BEFORE THE PUBLIC UTILITIES COMMISSION  
OF THE STATE OF CALIFORNIA**

In the matter of:

Insert title of Proposed Administrative  
Enforcement Order

Proposed Administrative  
Enforcement Order  
(Order Number)

**CERTIFICATE OF SERVICE**

I hereby certify that I have on this date served a copy of **TITLE** to all known parties by either United States mail or electronic mail, to each party named on the official service list attached in\_\_\_\_\_.

An electronic copy was sent to the assigned Administrative Law Judge.

Executed on **MONTH, DATE** at San Francisco, California.

/s/

\_\_\_\_\_  
PRINTED NAME