

## **UPDATED PRACTITIONER ALERT**

### **COVID -19 Temporary Filing and Service Protocol for Formal Proceedings**

#### **Attention All Practitioners:**

The COVID-19 Temporary Filing and Service Protocol is updated as follows and will remain in effect for all formal proceedings, until further notice:

#### **1. Tendering Hard Copy Filings, including Confidential Documents:**

If a party has previously withheld from tendering hard copies of documents, including confidential documents, pursuant to the Commission's previous temporary protocol but is able to tender them now, please tender them to the Docket Office at your earliest convenience.

When tendering hard copies of the confidential documents under this protocol, you must (1) tender 4 sets (1 original in a manila envelope and 3 copies each in separate manila envelopes) and (2) ensure that each envelope has affixed, by clear tape, to the front of each envelope a copy of the title page of the e-filed related motion showing the e-filed date (or the E-file Control Number where it is pending.)

If you are still unable to tender hard copy filings due to shelter-in-place constraints, you may tender them to the Docket Office within 30 days of this protocol being lifted or as directed by the assigned Judge.

There is no change to the service requirements, except as provided below in Section 3.

#### **2. Tendering Motion for Confidential Treatment or Motion to File Under Seal (MFUS):**

You may tender all motions for confidential treatment or motion to file under seal (MFUS) through e-filing system. If the MFUS relates to a new proceeding for which a proceeding initiating document has not yet been filed (and proceeding number has not yet been assigned), be sure to first e-file the proceeding initiating document (e.g., application, complaint, etc.), then and only then e-file the related MFUS thereafter with the assigned proceeding number.

#### **3. Hard-copy service of documents:**

All requirements for hard copy service of documents pursuant to the Commission Rule of Practice and Procedure, including Rule 1.10 (e) requirement to serve the Administrative Law Judge with hard copies of all electronically served documents, are suspended until further notice, except as otherwise directed by the Administrative Law Judge.

#### **4. Proponent's Environmental Assessment (PEA) Filing Requirement:**

If a party has previously withheld from tendering copies of the PEA in a CD-ROM/DVD format pursuant to this temporary protocol but is able to tender them now, please do so at your earliest convenience, by tendering hard copies of the PEA in a CD-ROM/DVD format pursuant to Rule 2.4(c) to the Docket Office.

If a party is still unable to tender copies of the PEA in a CD-ROM/DVD format to the Docket Office due to shelter-in-place constraints, they may withhold the copies while this temporary protocol remains in

place and shall tender the copies with Docket Office within 30 days of this protocol being lifted or as directed by the Administrative Law Judge.

If you have any questions, please contact the [Practitioners@cpuc.ca.gov](mailto:Practitioners@cpuc.ca.gov) for guidance.

Updated September 18, 2020

Administrative Law Judge Division