

- CPUC Document Subscription Service is here. On October 15, 2009, the CPUC rolled out its new subscription service that allows those interested in the CPUC's activities to develop their own customized subscription to be notified when documents are published to the CPUC website. Immediate, daily, and weekly subscriptions are possible, by proceeding, industry, or type of documents. When a document fitting the subscription parameters is published on the CPUC website, the Subscription Service sends an email to the subscriber that includes a link to the published document.
 - ❖ Because e-filed documents are not published to the CPUC website until they have undergone review by the Docket Office, the Subscription Service does NOT replace the requirement of a party serving a document to serve the service list under Rules 1.9 and 1.10, but it provides an alternative to information only status that will allow the subscriber to receive the same information without overloading their inbox with large attachments.
 - ❖ The Subscription Service will notify you of the publication of certain documents that are NOT e-filed, for example, revisions to proposed decisions on a current agenda.
 - ❖ Set up your subscriptions today at www.cpuc.ca.gov/subscription.
- E-Filing is available and highly encouraged. The CPUC's Electronic Filing System allows you to file formal documents from your office. E-Filing speeds the processing of documents and allows them to be posted on the CPUC's website. See Rule 1.13, or go to www.cpuc.ca.gov/PUC/efiling for details.
 - ❖ Utilities with gross intrastate revenues above \$10 million are required to use the E-Filing System for filing documents. (Rule 1.13)
 - ❖ You can e-file all but the largest documents and confidential versions of documents. Any document that does not contain confidential information, including motions seeking protection of confidential information, can be e-filed.
 - ❖ Many e-mail spam filters (including the CPUC's) block messages addressed to more than 35 addresses, so break up your e-mail service into groups of 35 or fewer recipients.
 - ❖ E-Filing does not eliminate the need to serve documents on the Official Service List and assigned Administrative Law Judge. See Rule 1.9 (hard copy service) and Rule 1.10 (electronic service).
- E-Service of Final Decisions. Pursuant to AB 2390 (Stats. 2006, Ch. 217), the CPUC electronically serves final decisions (with no hard copy) on Parties that have consented to e-mail service under Rule 1.10(b).

- Placement on Official Service Lists. The Process Office routinely adds Parties to the Official Service List as they obtain Party status. (Rule 1.4) All other interested persons will be added upon request, either as “**State Service**” (for service of all documents -- available to California State employees only) or as “**Information Only**” (for e-mail service of electronic documents only).
 - ❖ Please, only one representative per Party – preferably the lead contact -- should be listed in the “Party” category of the Official Service List. Additional representatives of a Party may be added as “Information Only” or “State Service.”
 - ❖ For completeness, use the “Request for Addition/Change to Official Service List” form (www.cpuc.ca.gov/forms/service_list_addition_change.pdf).
 - ❖ It is your responsibility to keep your contact information up to date with the CPUC, in order to receive e-mail service.

- Notices of ex parte communications are no longer posted in the Daily Calendar. The Rules of Practice and Procedure, as revised August 2009, no longer provide for the posting of notices of ex parte communications in the Daily Calendar. Notices of ex parte communications are served on the Official Service List (Rule 1.9(c)) Persons may also monitor notices of ex parte communications by using the available search tools on the CPUC’s website or via the Subscription Service.

- Single notice for multiple ex parte communications in the same proceeding. Rule 8.3, as revised August 2009, now permits a single filing to notice multiple ex parte communications, provided that all of the notices are timely.

- Filing of notice of grant of individual ex parte communication meeting. Rule 8.2(c)(2), as revised August 2009, now requires any person who has been granted an individual ex parte communication meeting with a decisionmaker to file the notice of the grant of such meeting. This eliminates the need to provide the decisionmaker with the certificate of service of notification, which is no longer required. We recommend, however, that you bring a copy of the filed notice to your meeting to document that you have fulfilled this requirement.