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R2010002

ATTACHMENT 1

Quick Tips and Links
Proceeding R.20-10-002
Kiteworks Demo Workshop June 16, 2022 3pm

Kiteworks Webpage Link: <https://cpucftp.cpuc.ca.gov/>
Kiteworks FTP External Users Guide: <https://cpucftp.cpuc.ca.gov/kiteworksftpeexternalusersquickstartguide.pdf> (ca.gov)

File naming convention: **provider name_other contract signatory (city/county/state)_file type_initial execution date_date of last amendment**
for example: Telmate_San Francisco County_Contract 2_March 2018_March 2022

Parties sending confidential data/files must send via FTP using Kiteworks to CD Staff: kim.hua@cpuc.ca.gov

Individuals requesting access to confidential data/files must sign and submit the Protective Order developed in this proceeding to: The docket of this proceeding

Protective Order located at: <https://docs.cpuc.ca.gov/PublishedDocs/Efile/G000/M426/K695/426695144.PDF>

Questions from the workshop:

1. What is the maximum number of files that can be attached to one email? up to 99 files - If you have more than 99 files, please send additional email(s) as needed.
2. What is the maximum size limit for an email? If total file size is over 10GB, please let us know so that we can notify IT.
3. Can a user download all files at once? Yes, within in each folder you can check download all.