



STATE OF WASHINGTON

WASHINGTON UTILITIES AND TRANSPORTATION COMMISSION

1300 S. Evergreen Park Dr. S.W., P.O. Box 47250 • Olympia, Washington 98504-7250
(360) 664-1160 • TTY (360) 586-8203

November 17, 2009

Telecommunications Companies

RE: Action Required by December 31, 2009

Contact Information-Compliance Filing WAC 480-120-414
Docket UT-072149

Dear Service Provider,

Contact Information Required:

Please refer to docket UT-072149 and send your current emergency and non-emergency contact information electronically to: records@utc.wa.gov or by regular mail to: Executive Secretary, Washington Utilities and Transportation Commission. Attention: Record Center, Docket UT-072149, PO Box 47250, WA 98504-7250.

Background:

To enable response to natural, accidental or man-made disasters, the Washington Utilities and Transportation Commission (commission) and the state Emergency Management Division maintain duplicate lists of contacts for certified telecommunications providers.

In reviewing our records we have found that there are a number of companies that do not have current information on file as required by WAC 480-120-414.

If you have customers in Washington, the commission needs to know how to reach the correct personnel in both an emergency and non-emergency. Please verify the commission has the information by December 31, 2009.

Questions:

If you have questions regarding this letter, please contact Mr. Virgil Santos at vsantos@utc.wa.gov or 360. 664.1280.



WAC 480-120-414 Emergency operation. (1) Each company must maintain, revise, and provide to the commission the following:

(a) The titles and telephone numbers of the company's disaster services coordinator and alternates; and

(b) Upon request of the commission, the company's current plans for emergency operation, including current plans for recovery of service to governmental disaster recovery response agencies within the state of Washington.

(2) For coordination of disaster response and recovery operations, each company must maintain on file with the Washington state emergency management division the titles and telephone numbers of the managers of the company's:

(a) Local network operations center;

(b) Regional network operations center; or

(c) Emergency operations center.

Format for response:

Company Name						
Services Provided						
Emergency Plan (Y/N)						
Emergency Plan Filed with UTC (Y/N)						
Regional or Emergency Operation Center (Y/N)						
	<u>Name</u>	<u>Title</u>	<u>Address</u>	<u>Email</u>	<u>Telephone</u>	<u>Cell</u>
Primary Company Regulatory or Government Contact						
Disaster Service Coordinator						
Alternate Disaster Service Coordinator						
Local Network Operations Manager						
Regional or Emergency Network Operations Center Manager						
Signed:						
Date:						

Sincerely,



DAVID W. DANNER
 Executive Director and Secretary