

BEFORE THE WASHINGTON UTILITIES AND TRANSPORTATION
COMMISSION

WASHINGTON UTILITIES AND TRANSPORTATION COMMISSION,)	
)	DOCKET NOS. UE-011570 and
Complainant,)	UG-011571 (consolidated)
)	
v.)	
)	
PUGET SOUND ENERGY, INC.,)	FOURTH SUPPLEMENTAL ORDER:
)	ESTABLISHING PROCEDURE FOR
Respondent.)	RESPONSES TO LATE-FILED
)	PETITIONS TO INTERVENE
.....)	

- 1 **PROCEEDINGS:** This proceeding concerns a general rate case filing by Puget Sound Energy, Inc. (PSE or the Company) by which the Company seeks permanent increases in both electric and gas rates. PSE’s filing also requests an interim rate increase, subject to refund, for its electric rates. The Commission convened a prehearing conference in Olympia, Washington, on December 20, 2001, before Chairwoman Marilyn Showalter, Commissioner Richard Hemstad, Commissioner Patrick J. Oshie, and Administrative Law Judge Dennis J. Moss.
- 2 The Commission heard and acted on all timely petition to intervene at the time of the prehearing conference. The Commission also took other actions, as set forth in the Second Supplemental Order: Prehearing Conference, entered on December 28, 2001.
- 3 **RESPONSES TO LATE-FILED PETITIONS TO INTERVENE:** On December 26, 2001, the City of Kent filed a Petition to Intervene and Protest. The Commission has not acted on Kent’s late-filed petition to allow time for any party to file an answer, as permitted under the Commission’s procedural rules.
- 4 On January 2, 2002, the presiding Administrative Law Judge was notified informally that another person or entity intends to submit a late-filed petition to intervene in this proceeding. To avoid unnecessary delay in acting on such petitions, and to avoid the necessity for multiple notices establishing shortened response times, the Commission requires that any party that wishes to respond to a late-filed petition to intervene do so

within three (3) business days following service of the petition. Since that period already has passed with respect to the City of Kent's petition, the Commission requires that any responses be filed by January 8, 2002.

DATED at Olympia, Washington, and effective this 3rd day of January, 2002.

WASHINGTON UTILITIES AND TRANSPORTATION COMMISSION

DENNIS J. MOSS,
Administrative Law Judge

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APPENDIX TWOELECTRONIC DISCOVERY PROCESS
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APPENDIX THREE
PROCEDURAL SCHEDULE

<u>EVENT</u>	<u>INTERIM RATES</u>	<u>GENERAL RATES</u>
PSE Prefiled Direct	November 26, 2001	November 26, 2001
Staff and Intervenor Prefiled Response	January 30, 2002	
PSE Prefiled Rebuttal	February 11, 2002	
Public Comment Hearing	T/B/D	
Prehearing Conference	February 15, 2002	
Evidentiary Hearing	February 18-22, 2002	
Simultaneous Briefs	March 1, 2002	
Prehearing Conference		April 1, 2002
Evidentiary Hearing re PSE Direct		April 2-5, 2002 ¹
Staff and Intervenor Prefiled Response		June 17, 2002
PSE Rebuttal and Parties' Cross-Rebuttal		July 15, 2002
Public Comment Hearing in Various Locations		T/B/D
Prehearing Conference		August 1, 2002
Evidentiary Hearing on Staff and Intervenor Response and PSE Rebuttal		August 5-16, 2002 ^{2 3}
Simultaneous Initial Briefs		September 20, 2002
Simultaneous Response Briefs		September 27, 2002
SUSPENSION DATE		October 27, 2002

¹ Parties should hold themselves available for continued hearing proceedings April 8-12, 2002, if needed.

² Open Meeting August 14, 2002.

³ Parties should hold themselves available for continued hearing proceedings August 19-23, 2002, if needed.

APPENDIX FOUR**PUBLICATION GUIDELINES****I. Requirements for ALL paper copies of testimony, exhibits, and briefs**

The following requirements are restated from and clarify the Commission's rules relating to adjudications.

A. All paper copies of briefs, prefiled testimony, and original text in exhibits must be

- On 8-1/2 x 11 paper, punched for insertion in a 3-ring binder,
- Punched with OVERSIZED HOLES to allow easy handling.
- Double-spaced
- 12-point or larger text and footnotes, Times New Roman or equivalent serif font.
- Minimum one-inch margins from all edges.

Other exhibit materials need not be double-spaced or 12-point type, but must be printed or copied for optimum legibility.

B. All electronic and paper copies must be

- SEQUENTIALLY NUMBERED (all pages). **THIS INCLUDES EXHIBITS.** It is not reasonable to expect other counsel or the bench to keep track of where we are among several hundred (or sometimes even just several) unnumbered pages.
- DATED ON THE FIRST PAGE OF EACH ITEM and on the label of every diskette. If the item is a revision of a document previously submitted, it must be clearly labeled (REVISED), with the same title, and with the date it is filed clearly shown. Electronic files must be designated R for revision, when applicable, with an ordinal number showing the revision number.

II. Identifying exhibit numbers; Exhibits on cross examination.

A. Identifying exhibits. It is essential to mark documents so you, opposing counsel, and the Commission can find them. We ask you to comply with this clarification of prior practice, based on recent experience:

- **Use the witness's initials and add an ordinal number for each exhibit.** Identify testimony with a T and confidential exhibits with a C. Example: Witness Jane Quintessentia Public. Her original testimony would be JQP-1T or JQP-1TC, her first attached exhibit would be JQP-2, etc. NEVER identify the attachments merely with a single ordinal number, as that will provide the maximum confusion to everyone, including your witness.

B. Exhibit Lists: Prepare a list of your exhibits with their title and designation (*e.g.*, JQP-1T: Prefiled Direct Testimony by Jane Quintessentia Public) in digital form and in a format specified by the Commission. Send it to the presiding officer before the appropriate prehearing conference. That will simplify identification and ease administrative burdens.

NOTE: Be prepared to submit all of your possible exhibits on cross examination several days prior to the hearing. We will schedule a prehearing conference to mark and exchange the exhibits as close as possible to the hearing itself, but we have administrative needs that require pre-submission.