



STATE OF WASHINGTON
UTILITIES AND TRANSPORTATION COMMISSION
1300 S. Evergreen Park Dr. S.W., P.O. Box 47250 • Olympia, Washington 98504-7250
(360) 664-1160 • www.utc.wa.gov

July 3, 2018

**NOTICE OF OPPORTUNITY TO RESPOND TO SMALL BUSINESS ECONOMIC
IMPACT STATEMENT (SBEIS) QUESTIONNAIRE
(Due by Monday, July 30, 2018)**

Re: Rulemaking to Consider Possible Corrections and Changes in Rules in WAC 480-04
Relating to Public Access to Records, Docket A-180513

TO ALL INTERESTED PERSONS:

On June 8, 2018, the Washington Utilities and Transportation Commission (Commission) filed with the Code Reviser a Preproposal Statement of Inquiry (CR-101) to consider possible additions or modifications to certain sections in Washington Administrative Code (WAC) Chapter 480-04 Public Access to Information and Records. On that same date, the Commission issued a notice of opportunity to submit written comments on draft rules Commission staff prepared. The draft rules are posted on the Commission's web site at <http://www.utc.wa.gov/180513>.

The Commission requests that affected companies provide information concerning whether the draft revised rules create additional costs for your company. The cost information you provide concerning these draft rules will assist the Commission to assess the possible costs of the rules and to determine whether a Small Business Economic Impact Statement (SBEIS) is required.

Washington's Regulatory Fairness Act, chapter 19.85 RCW, is intended to focus an agency's attention on the economic impact of proposed rules on affected businesses, involve affected businesses in developing rules, and minimize any disproportionate impact of the rules on small businesses.

Before adopting a rule that will impose more than minor costs on an industry, the Commission must analyze the compliance costs for **both large and small** businesses (including lost sales or revenue), involve small businesses in the development of the rule, take feasible steps to reduce the economic impact of the rule on small businesses, and prepare an SBEIS. A "small business" is any profit-making entity that has 50 or fewer employees.

The Commission requests that companies submit to the Commission **no later than 5 p.m. on Monday, July 30, 2018**, their analysis of whether the draft rules impose a cost impact on the

company. Please be sure to include your company name, company contact person, contact phone number and email address and the number of people your company employs. For each draft rule for which you identify a cost impact, please provide, at a minimum, the following information:

1. Identify the rule number, *i.e.*, WAC 480-04-XXX, of the draft proposed rule that you identify as having a cost impact;
2. Identify whether there is any change from the current rule to the draft proposed rule that creates an **additional** cost impact on the company;
3. Explain why there will be a cost impact on the company;
4. Provide a detailed analysis of how you calculated the cost impact of each draft rule you identify as having a cost impact; and
5. Identify any draft proposed rule that may create a cost savings to the company compared to the current rule.

Pursuant to WAC 480-07-250, responses to the SBEIS questionnaire must be submitted to the Commission in electronic format, specifically in .pdf format (using Adobe Acrobat or similar software). As provided in WAC 480-07-140(5), you must submit those responses via the Commission's web portal at www.utc.wa.gov/e-filing. If you are unable to submit documents via the portal, you may submit them via email to the Commission's Records Center at records@utc.wa.gov or by mailing or delivering an electronic copy to the Commission's Records Center on a thumb drive, CD, or DVD. Please include:

- The docket numbers of this proceeding (Docket A-130355).
- The commenting party's name.
- The title and date of the comment or comments.

The Commission will post all responses and other comments on its website at <http://www.utc.wa.gov/180513>.

If you have questions regarding this rulemaking, you may contact staff lead Gregory Kopta at (360) 664-1355, or by email at gregory.kopta@utc.wa.gov.

Sincerely,

MARK L. JOHNSON
Executive Director and Secretary