







## COMMUNICATIONS DIVISION

## ADVICE LETTER SUMMARY FORM

CD 11-2024

| Complete and submit via email to: <u>TD. PAL@cpuc.ca.gov</u> the CD Advice Letter Summary form and attach to the cover letter, supporting documents, if any, and the <u>service list</u> .          |       |                         |                          |               |                           |        |               |     |  |  |
|---|-------|-------------------------|--------------------------|---------------|---------------------------|--------|---------------|-----|--|--|
| Date Advice L   | List: |                         |                          | Uti           | ility ID:                 | U-     | -C            |     |  |  |
| Utility Name:   |       |                         |                          |               |                           |        |               |     |  |  |
| Advice Letter No.:  |       |                         | Requested Effective Date |               |                           |        |               |     |  |  |
| Advice Letter Tier Level:   |       | Information-Only Filing |                          | I             | II                        |        |               | III |  |  |
| Advice Letter Subject:  |       |                         |                          |               |                           |        |               |     |  |  |
| Authorization   |       |                         |                          |               |                           |        |               |     |  |  |
| Keyword:  |       |                         |                          |               |                           |        |               |     |  |  |
| Complete (a)-(c) if Keyword Selected: Contract(s)   |       |                         | (                        | a) Date       | Date Executed:            |        |               |     |  |  |
| (b) Contract Type:  |       |                         |                          | (             | (c) Total Revenue Amount: |        |               | nt: |  |  |
| Notes/Comme   | ents: |                         |                          |               |                           |        |               |     |  |  |
| Contact Information   |       | Full Name, Title        |                          | Email Address |                           | ess To | Telephone No. |     |  |  |
| Utility Filer:  |       |                         | ,                        |               |                           |        |               |     |  |  |
| Advice Letter Certificate:  |       |                         |                          |               |                           |        |               |     |  |  |
| PROTEST(S) AND RESPONSE(S) TO PROTEST   |       |                         |                          |               |                           |        |               |     |  |  |
| General Order (GO) 96 -B General Rules 7.4  |       |                         |                          |               |                           |        |               |     |  |  |
| Email Protest/Response to Protest: TDPAL@cpuc.ca.gov and the Utility on the same day.  CPUC Communications Division-Advice Letter Coordinator  505 Van Ness Avenue, San Francisco, California 94102 |       |                         |                          |               |                           |        |               |     |  |  |

## CONFIDENTIAL TREATMENT INFORMATION

EMAIL ONLY (DO NOT MAIL HARD COPY UNLESS REQUESTED)

Decision (D.)16-08-024, D. 20-08-031 (corrected by D.21-09-020) and GO 66-D

Have problems sending the Advice Letter via direct email?

Send your advice letter package via CPUC's Secure File Transfer Protocol (FTP) /Kiteworks











Protecting California since 1911

## CD ADVICE LETTER INSTRUCTIONS AND KEYWORD LIST

Complete the Communications Division (CD) Advice Letter form and save as a PDF/A Compliant document along with the **cover letter**, **supporting documents**<sup>1</sup>, if any, and the **service list** used. The complete Advice Letter package should be sent to TD. PAL@cpuc.ca.gov.

- a. Date Advice Letter Served on TD.\_PAL and Service List. Enter the date the Advice Letter was served to TD. PAL@cpuc.ca.gov and the service list. View, Select and Download the service list from the Telco Advice Letter Service List. To be added to the telco advice letter service list(s), Sign Up here. To be removed from the Telco Advice Letter Service List(s), send an email to telcoadvice.letterservice@cpuc.ca.gov. Refer to General Order (GO) 96-B General Rule (GR) 7.2 and Telco Industry Rule (IR) 10, and Resolution T-17327.
- b. **Utility ID**. Enter the CPUC assigned 4-digit utility identification number.
- c. **Utility Name.** Enter the full legal name of the Utility.
- d. Advice Letter No. Enter the advice letter number. Advice Letters submitted by the utility must be numbered sequentially. For advice letter supplements, A supplement shall bear the same identifying number as the advice letter but shall have a letter suffix ("A" for the first supplement, "B" for the second supplement, etc.). Send an email to TD. PAL@cpuc.ca.gov to obtain next available AL number assignment.
- e. **Requested Effective Date.** Enter the date which utility requests the AL to be effective. The date cannot be prior to the submission date. Enter "TBD" if no effective date requested or requires Resolution.
- f. Advice Letter Tier Level. Check the appropriate box. Refer to GO 96-B IR 7 for a listing of matters appropriate to each advice letter tier level. Pursuant to GO 96-B GR 3.9, an information-only filing is an informal report required by statute or Commission order that is not submitted in connection with a request for Commission approval, authorization, or other relief.
- g. **Advice Letter Subject.** Enter a brief description of the filing's purpose and/or describe the proposed change requested
- h. **Keyword.** Choose the keyword that best represents the Advice Letter subject. See Keyword List and description table below. For Contract Filings Only, choose (a) contract type: Government, if contract is with a government entity or Other, for contract with entity other than the government, and specify (b) Contract Date Executed and (c) Total Revenue amount of the contract. If no contract revenue, enter "\$0" or zero.
- i. **Authorization for Filing.** Enter the Public Utility Code, Commission Order, Resolution, Decision, or other authorizing document requiring the advice letter submission.
- j. **Contact Information**. Complete the information requested for the Utility Filer and Advice Letter Certificate, if different from filer.
- k. **Notes/Comments (optional).** Enter any other information and reference to advice letter, etc. If the AL replaces a withdrawn or rejected AL, identify the prior AL and the differences between it and the new AL.

| KEYWORD DESCRIPTION  |  |  |  |  |  |  |
|----------------------|--|--|--|--|--|--|
|                      | Name, DBA, mergers, transfers of   |  |  |  |  |  |
| Carrier Information  | control, and other licensing actions   |  |  |  |  |  |
| Changes              | not requiring a formal application   |  |  |  |  |  |
|                      | Any CHCF-A program filing  |  |  |  |  |  |
| CHCF-A               | requiring Commission action by   |  |  |  |  |  |
|                      | Resolution   |  |  |  |  |  |
|                      | Any CHCF-B program filing  |  |  |  |  |  |
| CIICE D              | (including Carrier of Last Resort  |  |  |  |  |  |
| CHCF-B               | certification) requiring   |  |  |  |  |  |
|                      | Commission action by Resolution  |  |  |  |  |  |
|                      | Any contract or agreement other  |  |  |  |  |  |
|                      | than a negotiated interconnection  |  |  |  |  |  |
| Contracts            | agreement. Indicate type   |  |  |  |  |  |
|                      | (government or other), date  |  |  |  |  |  |
|                      | executed, and total revenue (\$)   |  |  |  |  |  |
| CTF                  | Any CTF program filing requiring   |  |  |  |  |  |
| CII                  | Commission action by Resolution  |  |  |  |  |  |
|                      | Any DDTP program filing  |  |  |  |  |  |
| DDTP                 | requiring Commission action by   |  |  |  |  |  |
|                      | Resolution   |  |  |  |  |  |
| Decision/Resolution  | Any filing made in compliance  |  |  |  |  |  |
| Compliance           | with a Commission order (indicate  |  |  |  |  |  |
| Companie             | order number(s))   |  |  |  |  |  |
|                      | Filings made to be designated as an  |  |  |  |  |  |
| ETC                  | ETC, to continue ETC designation,  |  |  |  |  |  |
| •                    | or to have ETC designation   |  |  |  |  |  |
| OP C                 | rescinded.   |  |  |  |  |  |
| GRC                  | Any General Rate Case filing   |  |  |  |  |  |
| Interconnection      | Any negotiated interconnection   |  |  |  |  |  |
| Agreement            | agreement per Section 252 of the   |  |  |  |  |  |
|                      | Telecommunications Act   |  |  |  |  |  |
| New Service          | Any <b>new tariffed</b> service offering   |  |  |  |  |  |
|                      | Any permanent change(s) to   |  |  |  |  |  |
| Service Changes      | currently tariffed rates, charges,   |  |  |  |  |  |
| -                    | and/or terms and/or conditions of  |  |  |  |  |  |
|                      | Any non-normanent change(s) to   |  |  |  |  |  |
|                      | Any <i>non-permanent</i> change(s) to  |  |  |  |  |  |
| Special/Provisional  | currently tariffed rates, charges, and/or terms and/or conditions of                                   |  |  |  |  |  |
| Offerings            | service (i.e. promotions and   |  |  |  |  |  |
|                      | grandfather requests, etc.)  |  |  |  |  |  |
|                      | Any ULTS/Lifeline program filing   |  |  |  |  |  |
| ULTS                 | requiring Commission action by   |  |  |  |  |  |
| OLIG                 | Resolution   |  |  |  |  |  |
|                      | resolution   |  |  |  |  |  |
|                      | Tier 2 filing requesting to detariff   |  |  |  |  |  |
| URF Carrier Detariff | Tier 2 filing requesting to detariff   |  |  |  |  |  |
| URF Carrier Detariff | Tier 2 filing requesting to detariff pursuant to D.07-09-018, or file notice of new detariffed offers. |  |  |  |  |  |

Additional Resources are available at <a href="https://www.cpuc.ca.gov/industries-and-topics/internet-and-phone/advice-letter-information">https://www.cpuc.ca.gov/industries-and-topics/internet-and-phone/advice-letter-information</a>.

For Advice Letter related questions, please email <u>TD. PAL@cpuc.ca.gov.</u>

<sup>&</sup>lt;sup>1</sup> If necessary, supporting documents may be submitted as MS Excel Spreadsheet format (.xlsx).