

UNITED STATES OF AMERICA
U.S. DEPARTMENT OF ENERGY
BEFORE THE
BONNEVILLE POWER ADMINISTRATION

2010 WHOLESALE POWER)		
AND TRANSMISSION RATE)	Docket Number	BPA-10
ADJUSTMENT PROCEEDING)		WP-10
)		TR-10

**DOCUMENT NUMBERING SYSTEM AND PRE-MARKING OF EXHIBITS
AND BRIEFS**

The documents associated with the 2010 Wholesale Power and Transmission Rate Adjustment Proceeding will be electronically processed by a web-based rates case system. This system will facilitate preparation of the final record which will be submitted to the Administrator for consideration upon conclusion of the proceedings. Thereafter, the Administrator will issue a final Record of Decision which will be submitted for approval to the Federal Energy Regulatory Commission.

The 2010 Wholesale Power and Transmission Rate Adjustment Proceeding will consist of two sub-dockets, one for power rates and one for transmission rates. Each sub-docket has its own secure website. The link to each secure website is on the webpage located at <https://secure.bpa.gov/ratecase/>. Documents pertaining to the transmission rates sub-docket must be filed under the TR-10 sub-docket (identified on the secure website as the “TR-10 Legal Process Site”). Documents pertaining to the power rates sub-docket must be filed under the WP-10 sub-docket (identified on the secure website as the “WP-10 Legal Process Site”).

A. DOCUMENT DESIGNATION SYSTEM

Each party to the 2010 Wholesale Power and Transmission Rate Adjustment Proceeding will be assigned a party code by the Hearing Clerks (see Page 5 for the list of party codes). Every document submitted for filing must be pre-marked with a document designation code. (See section B, below, for instructions on pre-marking documents before submission to the secure website). The code consists of three parts: (1) the BPA rate proceeding code of either TR-10 or WP-10, (2) the type of document, and (3) the party code. For example:

TR-10-E-QE-01
(1) (2) (3)

(1) The first part (“TR-10” in the example above) indicates that the document is being filed in the transmission sub-docket.

(2) The second part (“E” in the example above) identifies the type of document. In the above example, E represents all documents categorized as exhibits (which includes studies, testimony and documentation). For a complete list of document types see attached Document Designation Codes (page 4).

(3) The third part (“QE-01” in the example above) identifies the party and assigns a number to each document in sequence. In the above example, “QE-01” represents the first exhibit submitted by Quasar Energy. All party designations are listed on the attached Party Designation Codes (page 5).

Parties may wish to submit documents jointly. Before doing so, each party wishing to join a joint party must email the Hearing Clerks to indicate consent to join that joint party. The Hearing Clerks will form the joint party, assign a joint party code, and add the members. A party that uploads a document on behalf of the joined parties must be logged in as the joint party. For example, Quasar Energy (QE), Andromeda Light and Power (ALP), and the Pluto Electric Cooperative (PE) have decided to jointly submit a document and have been given the joint party code “AQP.” When uploading a document for the group, Quasar Energy will log in under the joint party code AQP.

B. PRE-MARKING OF EXHIBITS AND BRIEFS

All documents must be pre-marked with the document designation code before submission to the 2010 Rates Case Secure Website. To generate a document code, the party representative must log in to the appropriate website, under the appropriate party code, choose “Generate a Filing Number” from the menu on the left side of the screen, and follow the instructions. Once the appropriate filing number has been generated on the website, the party must insert it in the lower right hand corner of each page of the document, including the certificate of service.

The website will generate filing numbers sequentially according to category (e.g., TR-10-E-QE-01, TR-10-E-QE-02, etc.). If, for instance, Quasar Energy was submitting its second exhibit in the transmission sub-docket, the document number would be TR-10-E-QE-02. If the exhibit consisted of three volumes, the documents would be further delineated by an alpha character “V” and a succeeding number, as follows: TR-10-E-QE-02V1, TR-10-E-QE-02V2, and TR-10-E-QE-02V3.

Similarly, addenda are identified by the alpha character “A” and a number and follow the volume if applicable (e.g., TR-10-E-QE-02V1A1). Errata are the last in the series, identified by the alpha character “E” and a number (e.g., TR-10-E-QE-02V2E2).

If there is any question as to the correct document designation code to use for a

filing, contact the Hearing Clerks.

C. FINAL NOTE

Because of the extensive nature of this proceeding, the Hearing Clerks request that all parties carefully follow these guidelines. All documents must be delivered via the 2010 Power and Transmission Rates Case Secure Website. The Hearing Clerks can be reached at 2010hearingclerk@bpa.gov, or (503) 230-7670.

SO ORDERED, *Insert Date*, 2009.

DRAFT

DOCUMENT DESIGNATION CODES

Official Record Posting Designation Code

- AFinal Documents
 - Administrator's Record of Decision
 - Administrator's Record of Decision - Appendix
 - Hearing Officers' Certification of the Record
- EV.....Environmental Documents - Federal Register Notices, Scope Documents, Waiver Letters, Draft Environmental Impact Statement, Final Environmental Impact Statement
- FRFederal Register Notices
- FS.....Final Studies
- I.....Indices
- PR.....Informational Mailings and Miscellaneous Notices
- S.....Party Status - Intervention Petitions and Related Matters
- STSettlement Documents
- TA.....Transcripts of Oral Arguments
- TBTranscripts of Field Hearings
- TETranscripts of Cross Examinations
- TPH ...Transcript of Prehearing Conference
- WPublic Comments and Reply Comments

Filing Designation Code F

- BInitial Briefs
- E.....Exhibits - (Initial Proposal -Studies, Testimony, Supplemental Testimony Rebuttal Testimony, and Cross Examination Exhibits)
- HScheduling Documents - Letters and Memoranda
- MProcedural Matters - Motions to Compel, Motions to Strike, Answers
- QQualification Statements
- RBriefs on Exception

Hearing Officer Communication – Designation Code HE

- HOC...Correspondence from the Hearing Officer's Desk
- Broadcast Emails Sent to Official Party Service List
- Hearing Clerk Memoranda and Miscellaneous Notices

Orders

- HOO ..Hearing Officer's Orders

PARTY DESIGNATION CODES

DRAFT