

**BEFORE THE PUBLIC UTILITIES COMMISSION
OF THE STATE OF CALIFORNIA**

Order Instituting Investigation on the
Commission's Own Motion into the
Operations and Practices of Pacific Gas and
Electric Company with Respect to Facilities
Records for its Natural Gas Transmission
System Pipelines.

I.11-02-016
(Filed February 24, 2011)

**PACIFIC GAS AND ELECTRIC COMPANY'S
AMENDMENT TO INITIAL RESPONSE**

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April 25, 2011

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**PACIFIC GAS AND ELECTRIC COMPANY'S
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Pursuant to Administrative Law Judge's April 20, 2011, Ruling Denying Pacific Gas and Electric Company's Motion for Leave to File Confidential Information under seal (ALJ Ruling), Pacific Gas and Electric Company (PG&E) provides redacted copies of PG&E's current record retention policies for the various categories of documents being requested.

As part of its Initial Response, PG&E had included copies of its current record retention policies for the categories of documents identified in Paragraph 2 of the OII under Public Utilities Code Section 583. Pursuant to the ALJ Ruling and ALJ Yip-Kikugawa's direction provided on Thursday, April 21, 2011, PG&E provides in the Amendment to Initial Response its current record retention policies with all non-management employee names redacted. The documents supporting Chapter 2 concerning PG&E's record retention policies exceed 50 pages in length. Accordingly, pursuant to Rule 1.9(c) of the Commission's Rules of Practice and Procedure, PG&E is serving a Notice of Availability on all parties contemporaneously with this

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filing in lieu of those attachments. The redacted attachments to Chapter 2 are attached as Appendix A to this Amendment to Initial Response.

Respectfully submitted,

/s/ Lise H. Jordan

/s/ Joseph M. Malkin

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April 25, 2011

APPENDIX A TO PACIFIC GAS AND ELECTRIC COMPANY'S AMENDMENT TO INITIAL RESPONSE

[NOTE: All of Chapter 2 attachments are excluded from the electronic filing of Pacific Gas and Electric Company's Amendment to Initial Response. Due to Chapter 2 attachments' large file size, they have been submitted to the Docket Office in a CD-ROM format as permitted by the ALJ Division as an exception to Rule 1.13. Therefore, the CD-ROM version only contains the attachments to Chapter 2. Chapter 2 attachments may also be found at the URL referenced in the Notice of Availability (<https://cvg.ctssummation.com>).]

CERTIFICATE OF SERVICE

I, the undersigned, state that I am a citizen of the United States and am employed in the City and County of San Francisco; that I am over the age of eighteen (18) years and not a party to the within cause; and that my business address is 77 Beale Street, San Francisco, California 94105.

I am readily familiar with the business practice of Pacific Gas and Electric Company for collection and processing of correspondence for mailing with the United States Postal Service. In the ordinary course of business, correspondence is deposited with the United States Postal Service the same day it is submitted for mailing.

On April 25, 2011, I served a true copy of:

**PACIFIC GAS AND ELECTRIC COMPANY'S
AMENDMENT TO INITIAL RESPONSE**

[XX] By Electronic Mail – serving the enclosed via e-mail transmission to each of the parties listed on the official service list for **I.11-02-016** with an e-mail address.

[XX] By U.S. Mail – by placing the enclosed for collection and mailing, in the course of ordinary business practice, with other correspondence of Pacific Gas and Electric Company, enclosed in a sealed envelope, with postage fully prepaid, addressed to those parties listed on the official service list for **I.11-02-016** without an e-mail address.

I certify and declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed in San Francisco, California on April 25, 2011.

/s/

Tauvela U'u

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**PACIFIC GAS AND ELECTRIC COMPANY'S
NOTICE OF AVAILABILITY**

Contemporaneously with the filing of this Notice of Availability, Pacific Gas and Electric Company (PG&E) is filing with the California Public Utilities Commission its Amendment to Initial Response in this OII proceeding pursuant to the Administrative Law Judge's April 20, 2011, Ruling Denying PG&E's Motion for Leave to File Confidential Information under seal (ALJ Ruling). PG&E now provides redacted copies of its current record retention policies for the various categories of documents being requested.

PG&E's Amendment to Initial Response consists of an introductory pleading and the attachments to Chapter 2, which provide current PG&E document retention policies. The attachments to Chapter 2 greatly exceed 50 pages. Accordingly, pursuant to Rule 1.9(c) of the Commission's Rules of Practice and Procedure, PG&E is serving this Notice of Availability on all interested parties in lieu of those attachments.

The attachments to PG&E's Amendment to Initial Response can be viewed electronically at the following URL: <https://cvg.ctsummation.com>. Directions to access the attachments are included in Attachment A to this NOA.

Respectfully submitted,

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Attorneys for
PACIFIC GAS AND ELECTRIC COMPANY

Date: April 25, 2011

ATTACHMENT A
INSTRUCTIONS FOR PARTIES TO ACCESS
ATTACHMENTS TO PG&E'S AMENDMENT TO INITIAL RESPONSE

Party participants may use the following steps to access the attachments referred to in PG&E's Amendment to Initial Response:

- To receive access to an online repository containing the original documents:
 - You will need to request a login name and password by contacting Pacific Gas and Electric Company, Attn: Christine Munce, PO Box 770000 Mail Code B9A, San Francisco, CA 94177-0001; or by e-mail to Christine Munce (C4MU@PGE.COM). PG&E may ask the requester to confirm its status as a party participant and provide contact information.
- You will be contacted by PG&E with a repository login user name and password.
 - The online repository is hosted by AccessData on their CaseVantage document review platform. The site can be accessed by visiting <http://cvg.ctsummation.com/>.
 - At the login screen, you will be prompted to enter the provided user name and password. If you forget your login credentials, please click Reset Password or contact AccessData's Technical Support at 866-278-2858.
 - Once logged in, you will be brought to the main home page. Using the CaseVantage Case Explorer, on the left window pane, expand the E-doc Collections. You may view the produced documents by clicking on the requested production.
- For optimal performance, AccessData requires and recommends the following minimum requirements
 - MS Internet Explorer 7 or higher.
 - Broadband Internet connection such as cable or DSL.

- When you first attempt to view an image in CaseVantage you will be requested to download and install Daeja ViewONE. This is the CaseVantage image viewer. Please select 'always' when asked to trust Daeja Imaging and hit Run.
- "Popup Blocking" software to be disabled. These are often functions of toolbars like Google or Yahoo.
- Disable Google Desktop Search and remove Google Toolbar. Windows 2000, XP or higher.
- Windows Critical Updates have been installed.
- A single version of Java, version 6 or above. Available from www.java.com. If multiple versions of Java are installed please remove all but the most recent version of 6.
- Adobe critical updates have been installed.
- Check Internet Explorer Advanced settings to confirm the following (located in IE under Tools\Internet Options\Advanced);
 - Do not save encrypted pages to disk is unchecked, and
 - Use SSL 3.0 is checked.

CERTIFICATE OF SERVICE

I, the undersigned, state that I am a citizen of the United States and am employed in the City and County of San Francisco; that I am over the age of eighteen (18) years and not a party to the within cause; and that my business address is 77 Beale Street, San Francisco, California 94105.

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I certify and declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed in San Francisco, California on April 25, 2011.

/s/

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THE PUBLIC UTILITIES COMMISSION OF THE STATE OF CALIFORNIA SERVICE LIST

Last Updated: April 22, 2011

CPUC DOCKET NO. I1102016

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