

APPENDIX E

Resource Adequacy Advice Letter Primer

Dear Load Serving Entity (“LSE”):

In response to questions from LSEs that lack experience with CPUC Advice Letters, the Energy Division has assembled a primer to explain the format and procedure for the Summer 2006 RA filings. The entire RA package is to be postmarked February 16th.

This primer includes a simplified version of the Advice Letter filing requirements that include material pertinent to the year-ahead RA filings. The RA filings are compliance filings, and as such are not subject to protest. We hope that you find this primer useful. These directions are excerpted from the appendix to D. 05-01-032. Please direct additional questions to either Robert Strauss (rls@cpuc.ca.gov) or Mike Jaske (mjaske@energy.state.ca.us).

Advice Letter Filing for RA Summer 2006 Compliance Filing

1. Applicability

D.05-10-042 ordered all LSEs to make the Summer 2006 RA filings by Advice Letter. The primary use of an Advice Letter is to transmit tariff sheet changes, but an Advice Letter may be used for other purposes.

1.1 Code of Ethics

Rule 1 (“Code of Ethics”) of the Commission’s Rules of Practice and Procedure (California Code of Regulations, Title 20, Division 1, Chapter 1) shall apply to all matters governed by these rules.

1.2 Computation of Time

As used in these rules, “day” means a calendar day, and “business day” means a calendar day except for Saturdays, Sundays, and weekdays when the Commission’s offices are closed, due either to a State holiday or to an unscheduled closure (e.g., an emergency or natural disaster). The Commission’s Internet site (www.cpuc.ca.gov, under “About CPUC”) will maintain a list of State holidays for the current calendar year and a list for the following calendar year as soon as that list is available.

When these rules set a time limit for performance of an act, the time is computed by excluding the first day (i.e., the day of the act or event from which the designated time begins to run) and including the last day. If the last day does not fall on a business day, the time limit is extended to include the first business day thereafter.

2. Cover Sheet

The RA filings (Advice Letter, the RA Template, and the LD Template) shall include a cover sheet, which shall state the date when the LSE served the Advice Letter and filed it with the Energy Division. The cover letter shall summarize the contents of the Advice Letter, as follows:

- (1) Indicate requested effective date (in this case February 16, 2006);
- (2) Indicate service affected by the Advice Letter (in this case Retail Electric Service);
- (3) Cite Commission orders by decision or resolution number (in this case D.05-10-042) and Public Utilities Code or other statutory provisions (by section) related to the substance of the Advice Letter, and identify as compliance filing (where applicable);
- (4) Indicate whether the LSE believes disposition of the Advice Letter by Commission resolution is necessary or appropriate (RA compliance filings do not require a resolution);
- (5) Show contact person, telephone number, and e-mail address for additional information regarding the Advice Letter
- (6) Protest Period; state that RA compliance filing not subject to protest.

If an Advice Letter does not include a complete cover sheet, as described above, the Energy Division may reject the Advice Letter without prejudice or extend the protest period unless and until the LSE files the information that is missing or incomplete with the CPUC.

3. Form and Content

An LSE shall:

- (1) number the Advice Letter sequentially, beginning with No. 1 for the first Advice Letter filed by the LSE for each type of service rendered, followed by a letter designation for the type of service (in this case, E for electric service);
- (2) state whether any deviations would be created, service withdrawn from any present customer, or more or less restrictive conditions imposed;
- (3) state the notice requirements applicable to the Advice Letter, and describe how those requirements were satisfied.

4. Filing Advice Letters and Related Documents

The RA filing (Advice Letter, RA Template, LD Template) shall be submitted to the CPUC Energy Division, CEC, and CAISO at the addresses listed below. The LSE shall file three paper copies and one electronic copy (by CDROM in word and excel format) with the CPUC Energy Division. The CPUC will return one of the paper copies to the LSE stamped and dated as received. The LSE is also to submit one electronic copy (by CDROM in word and excel format) and one paper copy to the CEC and CAISO. The CEC and CAISO will not stamp and return copies. The Energy Division will report Advice Letters and related documents, and the date of their receipt, in the Daily Calendar.

CPUC Energy Division 505 Van Ness Avenue 4 th Floor San Francisco, CA 94102 Attn: Tariff Room (RAR Filing)	California Energy Commission 1516 Ninth Street Sacramento, CA 95814 Attn: Mike Jaske (RAR Filing)	CAISO 151 Blue Ravine Road Folsom, CA 95630 Attn: RAR Filing
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5. Confidentiality

Pursuant to the Revised Protective Order issued February 10th and D. 05-10-042, the entire RA filing (the cover letter, RA template, and LD template) is protected and confidential. **Each page of each document should be marked, "Protected Materials," "Protective Order," or "Section 583" and sequentially numbered (e.g. Bates stamped). For digital materials, each disk or other storage device should also be so marked.**

6. Service to Other Parties

The RA Summer 2006 filings are compliance filings, confidential, and not subject to protest. Therefore, service beyond the above filing requirements (CPUC, CEC, and CAISO) is not required.