

112 State Street
4th Floor
Montpelier, VT 05620-2701
TEL: 802-828-2358



TTY/TDD (VT: 800-253-0191)
FAX: 802-828-3351
E-mail: puc.clerk@vermont.gov
Internet: <http://puc.vermont.gov>

**State of Vermont
Public Utility Commission**

MEMORANDUM

To: Parties in Vermont Public Utility Commission Cases with Evidentiary Hearings
From: Ann Bishop, ePUC Project Manager *AB*
Re: Easier Way to Get ePUC Document Numbers When Including Them on Lists of Prefiled Testimony and Exhibits Provided at Evidentiary Hearings
Date: May 8, 2018

As explained in my March 12, 2018, memorandum, the Vermont Public Utility Commission (“Commission”) is continually striving to make it easier for parties and citizens to participate in its proceedings. One such way is by including links to the prefiled testimony and exhibit documents that were admitted at an evidentiary hearing in the transcript of that hearing. This will enable someone reading the transcript to click on one of the links and be taken to that document in ePUC.

To facilitate the inclusion of these links by the court reporter, the Commission asks that parties’ lists of prefiled testimony and exhibits that are provided at an evidentiary hearing include the “document number” from ePUC¹ if the document has been prefiled in ePUC. Documents that have not been prefiled in ePUC (such as cross exhibits or exhibits that are corrected when the witness is on the stand) will not yet have an ePUC document number and can be included in a list of prefiled testimony and exhibits without such a number.

In response to feedback from stakeholders, we have made it easier to get the ePUC document numbers. Using this new method, users will be able to “copy and paste” the ePUC document numbers, rather than only seeing them when hovering over the magnifying-glass icon.

To use this new method of getting ePUC document numbers for affidavits, exhibits, stipulations, petitions, and all types of prefiled testimony:

- Go to the “List of Searches” page in ePUC
- Click on the “Get ePUC Document Numbers” search (listed under Document Searches)
- Enter the case number in the search criteria and click “Search.”

¹ As a reminder, the format for an ePUC document number is a number followed by a forward slash followed by another number (e.g., 123456/456789).

The ePUC document number will appear in the far right column of the search results as shown in the screenshot below. Now you can copy and paste the ePUC document number from the screen. (If the number wraps to a second line in ePUC, when you copy and paste it, it will appear on one line in your document.)

| Date Filed | Case Number | Document Type | Document Title | Exhibit Number | Filed By | Witness Name | Status | Type | View | ePUC Doc. Number |
|------------|---------------|---------------------------|----------------|----------------|-----------------------|--------------|--------|--------|------|------------------|
| 8/14/17 | 16A-9999-TEST | Exhibit | XXX | 1 test | A.R.C. Networks, Inc. | Dori Barton | Filed | Public | | 224573/27061 |
| 7/7/17 | 16A-9999-TEST | Exhibit | test2 | test | John Doe | Dori Barton | Filed | Public | | 208949/27061 |
| 7/7/17 | 16A-9999-TEST | Direct Prefiled Testimony | | | John Doe | Dori Barton | Filed | Public | | 208950/27061 |
| 6/13/17 | 16A-9999-TEST | Direct Prefiled Testimony | | | ABA Net, LLC | Dori Barton | Filed | Public | | 196598/27061 |
| 6/13/17 | 16A-9999-TEST | Exhibit | test | 1 | ABA Net, LLC | Dori Barton | Filed | Public | | 196599/27061 |

Alternatively, you can download the search results using the “Download CSV” button at the bottom of the screen. The results will open in Excel as shown in the screenshot below (you may need to adjust the width of the columns in Excel).

| | Date Filed | Case Number | Document Type | Document Title | Exhibit Number | Filed By | Witness Name | Status | Type | View | ePUC Doc. Number |
|---|------------|---------------|---------------------------|----------------|----------------|-----------------------|--------------|--------|--------|------|------------------|
| 2 | 8/14/2017 | 16A-9999-TEST | Exhibit | XXX | 1 test | A.R.C. Networks, Inc. | Dori Barton | Filed | Public | | 224573/27061 |
| 3 | 7/7/2017 | 16A-9999-TEST | Exhibit | test2 | test | John Doe | Dori Barton | Filed | Public | | 208949/27061 |
| 4 | 7/7/2017 | 16A-9999-TEST | Direct Prefiled Testimony | | | John Doe | Dori Barton | Filed | Public | | 208950/27061 |
| 5 | 6/13/2017 | 16A-9999-TEST | Direct Prefiled Testimony | | | ABA Net, LLC | Dori Barton | Filed | Public | | 196598/27061 |
| 6 | 6/13/2017 | 16A-9999-TEST | Exhibit | test | 1 | ABA Net, LLC | Dori Barton | Filed | Public | | 196599/27061 |

If you have any questions about how to get the ePUC document number, please contact Holly Anderson, our ePUC System Administrator, at puc.ePUCadmin@vermont.gov or 802-828-2358.

Thank you very much to those who provided feedback on the process for getting ePUC document numbers. The Commission welcomes feedback on ePUC and suggestions for improvements to the system at any time.