

**ADMINISTRATIVE PROCEDURES ACT
FISCAL NOTE
Prepared by Submitting Agency**

RECEIVED
BPM 50.11
OCT 18 2006 #07022
**SOUTH DAKOTA PUBLIC
UTILITIES COMMISSION**

	CODE	NAME
DEPARTMENT	26	Public utilities commission
DIVISION		
PROGRAM		

PROPOSED RULE: 20:10:01;(01.01.01.02.02.02.03.02.04.02.05.07.01.08.01.08.02.09.09.01.10.11.01.15.15.01.15.02.15.04.15.05.16.22.03.22.07.24.24.01.25.30.01.34.35.39.40.41).

Hearing Date: November 7, 2006

FISCAL IMPACT STATEMENT:

Brief description of fiscal impact; (Example: Pursuant to 1-26-402, these rules have minimal impact to all entities. No additional staffing or resources are needed.)

FISCAL NOTE SUMMARY:

List state agencies of local governmental subdivisions affected.

COST INCREASES (DECREASES)

State Agencies:	First-Year Impact	Continuous-Yearly Impact
	0	0
TOTAL	0	0
Local Subdivisions:		
	0	0
TOTAL	0	0
Small Business Increases (Decreases)		
	undeterminable	Undeterminable
TOTAL	Undeterminable	undeterminable

REVENUE INCREASES (DECREASES)

Revenue Increases (Decreases) State, Local & Small Business :		
	0	0
TOTAL	0	0

APPROVED 
Signature Department Secretary or Board of Commission Chairman

DATE: October 13, 2006

ATTACH: Copy of proposed rules; separate sections for: 1) explanation of rules effect, i.e. what procedures, schedules, activities, etc. will change with its adoption 2) statistics used, and their source, 3) assumptions that were made to arrive at fiscal impact, 4) computations that were made, 5) small business impact statement

Revised June 2004



**DEPARTMENT OF EXECUTIVE MANAGEMENT
BUREAU OF FINANCE AND MANAGEMENT**

500 East Capitol Ave. • Pierre, South Dakota 57501-5070 • Voice: (605) 773-3411 • Fax: (605) 773-4711

RECEIVED

OCT 18 2006

**SOUTH DAKOTA PUBLIC
UTILITIES COMMISSION**

October 13, 2006

The Bureau of Finance and Management has reviewed the attached proposed rules from the Public Utilities Commission and concurs with the assumptions and fiscal impact calculations within the attached package.

KB/jsd

0/022
Kellie

IN THE MATTER OF THE
PROMULGATION OF
ADMINISTRATIVE RULES

ADMISSION OF SERVICE

Personal service of

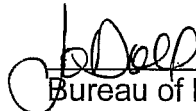
(1) Public Utilities Commission's proposed rules §§ 20:10:01:01.01, 20:10:01:01.02, 20:10:01:02.02, 20:10:01:02.03, 20:10:01:02.04, 20:10:01:02.05, 20:10:01:07.01, 20:10:01:08.01, 20:10:01:08.02, 20:10:01:09, 20:10:01:09.01, 20:10:01:10, 20:10:01:11.01, 20:10:01:15, 20:10:01:15.01, 20:10:01:15.02, 20:10:01:15.04, 20:10:01:15.05, 20:10:01:16, 20:10:01:22.03, 20:10:01:22.07, 20:10:01:24, 20:10:01:24.01, 20:10:01:25, 20:10:01:30.01, 20:10:01:34, 20:10:01:35, 20:10:01:39, 20:10:01:40 and 20:10:01:41,

(2) the notice of hearing,

(3) the fiscal note, and

(4) the Small Business Impact Statement Form

is admitted at Pierre, South Dakota, this 3rd day of October, 2006.


Bureau of Finance and Management

Public Utilities Commission
Notice of Public Hearing to Adopt Rules

A public hearing will be held in Room 412, 4th Floor, State Capitol, Pierre, South Dakota, on November 7, 2006, at 1:30 p.m., to consider the adoption and amendment of proposed rules numbered:

20:10:01:01.01, 20:10:01:01.02, 20:10:01:02.02, 20:10:01:02.03, 20:10:01:02.04, 20:10:01:02.05, 20:10:01:07.01, 20:10:01:08.01, 20:10:01:08.02, 20:10:01:09, 20:10:01:09.01, 20:10:01:10, 20:10:01:11.01, 20:10:01:15, 20:10:01:15.01, 20:10:01:15.02, 20:10:01:15.04, 20:10:01:15.05, 20:10:01:16, 20:10:01:22.03, 20:10:01:22.07, 20:10:01:24, 20:10:01:24.01, 20:10:01:25, 20:10:01:30.01, 20:10:01:34, 20:10:01:35, 20:10:01:39, 20:10:01:40 and 20:10:01:41

One of the effects of the proposed rule changes is to allow for the electronic filing and serving of documents and to otherwise clarify how documents are to be filed. If a person does not have the ability to file electronically, that person may still file a paper copy. A number of the rule changes explain how to file electronically, how the commission will serve documents, outline the exceptions for filing electronically, and delete references to requirements for paper copies. See §§ 20:10:01:02.02, 20:10:01:02.05, 20:10:01:09.01, 20:10:01:10, 20:10:01:11.01, 20:10:01:15.02, 20:10:01:22.03, 20:10:01:25, 20:10:01:30.01, and 20:10:01:41. Proposed rule § 20:10:01:01.02 provides that the circuit court rules of civil procedure will apply unless otherwise stated. The changes to the rules will also differentiate between complaints filed by consumers and complaints filed by one utility against another utility. See §§ 20:10:01:01.01, 20:10:01:02.03, 20:10:01:07.01, 20:10:01:08.01, 20:10:01:08.02, 20:10:01:09, and 20:10:01:22.03. The differences in the treatment of complaints are intended to make it easier for a consumer to file a complaint when compared to a complaint filed by a utility. Proposed rule § 20:10:01:02.04 revises the requirements for stipulations by deleting the requirement that all parties must sign a stipulation. Other rule changes clarify that those rules apply to all contested cases, not just complaints. See §§ 20:10:01:15 and 20:10:01:15.01. Other proposed rules clarify the filing of interventions and answers to interventions. See §§ 20:10:01:15.02, 20:10:01:15.04, and 20:10:01:15.05. Proposed rule § 20:10:01:16 revises the procedures for filing amended pleadings. Some changes clarify the filing of exhibits or technical documents during a hearing. See §§ 20:10:01:22.07, 20:10:01:24, and 20:10:01:24.01. Proposed rule § 20:10:01:25 requires a party to file proposed findings of fact only if requested by the Commission. Other proposed rules revise the filing of declaratory rulings and the timeline for Commission action. See §§ 20:10:01:34 and 20:10:01:35. Finally, the proposed changes revise the treatment and filing of confidential information. See §§ 20:10:01:39, 20:10:01:40, and 20:10:01:41.

The main reason for the proposed changes is to update the Commission's procedural rules. Many of the rule changes are made in order to allow for the electronic filing and serving of documents. The filing and service of documents by parties will be easier and less costly for those who are able to send and receive documents electronically. In addition, the parties will no longer be required to send in an original and ten paper copies of documents even if they are unable to file electronically.

Persons interested in presenting data, opinions, and arguments for or against the proposed rules may do so by appearing in person at the hearing or by sending them to the South Dakota Public Utilities Commission, State Capitol, 500 East Capitol, Pierre, South Dakota 57501-5070. Material sent by mail must reach the Public Utilities Commission by November 17, 2006, to be considered.

After the hearing, the Commission will consider all written and oral comments it receives on the proposed rules. The Commission may modify or amend a proposed rule at that time to include or exclude matters that are described in this notice.

Notice is further given to individuals with disabilities that this hearing is being held in a physically accessible place. Please notify the Public Utilities Commission at least 48 hours before the public hearing if you have special needs for which special arrangements must be made. The telephone number for making special arrangements is (605) 773-3201.

Copies of the proposed rules may be obtained without charge from the

South Dakota Public Utilities Commission
State Capitol
500 East Capitol
Pierre, SD 57501-5070

The proposed rules may also be found on the Public Utilities Commission's home page at the following address:

<http://www.state.sd.us/puc/commission/dockets/rulemaking/2006/rm06-003/rm06-003.htm>

FORM 5, BFM 50.10

(NOTE: A copy of this form may be obtained from the Bureau of Finance and Management. If your rules have a negative fiscal impact on a local government, such as a county or a school district, you must direct the Bureau of Finance and Management to send a copy of its fiscal note to the organizations listed in SDCL 1-26-4.2.)

ADMINISTRATIVE PROCEDURES ACT

FISCAL NOTE

Prepared by Submitting Agency

	CODE	NAME
DEPARTMENT	26	Public Utilities Commission
DIVISION		
PROGRAM		

PROPOSED RULES: 20:10:01:01.01, 20:10:01:01.02, 20:10:01:02.02, 20:10:01:02.03, 20:10:01:02.04, 20:10:01:02.05, 20:10:01:07.01, 20:10:01:08.01, 20:10:01:08.02, 20:10:01:09, 20:10:01:09.01, 20:10:01:10, 20:10:01:11.01, 20:10:01:15, 20:10:01:15.01, 20:10:01:15.02, 20:10:01:15.04, 20:10:01:15.05, 20:10:01:16, 20:10:01:22.03, 20:10:01:22.07, 20:10:01:24, 20:10:01:24.01, 20:10:01:25, 20:10:01:30.01, 20:10:01:34, 20:10:01:35, 20:10:01:39, 20:10:01:40 and 20:10:01:41

Hearing Date: November 7, 2006

FISCAL IMPACT STATEMENT:

Brief description of fiscal impact; (Example: Pursuant to 1-26-402, these rules have minimal impact to all entities. No additional staffing or resources are needed.) There is no impact on state or local governments. For small businesses that appear before the Commission, there could be a slight decrease in their administrative costs since the rules provide for electronic filing instead of the filing of multiple paper copies.

FISCAL NOTE SUMMARY:

List state agencies of local governmental subdivisions affected.

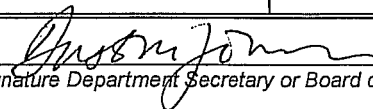
COST INCREASES (DECREASES)

State Agencies:	First-Year Impact	Continuous-Yearly Impact
	0	0
TOTAL	0	0
Local Subdivisions:		
	0	0
TOTAL	0	0
Small Business Increases (Decreases)		
TOTAL	Unable to quantify; could be small decrease.	Unable to quantify; could be small decrease.

REVENUE INCREASES (DECREASES)

Revenue Increases (Decreases) State, Local & Small Business :		
	0	0
	0	0
TOTAL	0	0

APPROVED



DATE

10/3/06

Signature Department Secretary or Board or Commission Chairman

ATTACH: Copy of proposed rules; separate sections for: 1) explanation of rules effect, i.e. what procedures, schedules, activities, etc. will change with its adoption 2) statistics used, and their source, 3) assumptions that were made to arrive at fiscal impact, 4) computations that were made, and 5) small business impact statement

Revised June 2004

EXPLANATION OF RULES EFFECT

The proposed rules will have no fiscal impact on government entities. The rules may have a slight impact on small businesses that appear before the Commission. We are unable to quantify the impact since the amount of the impact would depend on the amount of documents in the proceeding and how often the small business may be involved in proceedings before the Commission. But we do anticipate that there could be small decreases in costs related to appearing before the Commission since parties could file electronically, instead of filing multiple paper copies. In addition, parties can also serve other parties electronically instead of mailing paper copies.

FORM 14

SMALL BUSINESS IMPACT STATEMENT FORM

See SDCL 1-26-2.1

(NOTE: This form must be signed by either the head of the agency or the presiding officer of the board or commission empowered to adopt the rules. Check your statutes to see who is authorized to promulgate rules. A small business is defined as any business with 25 or fewer full-time employees. When a set of rules is proposed, a general summary shall be provided; each proposed rule amendment shall also be explained thoroughly. In the case of a large set of proposed rules which all have a single purpose and impact, one explanation is sufficient. The law makes it clear that agencies or commissions shall use readily available information and existing resources to prepare the impact statement.)

1. Our agency has determined that the rule/s we are proposing have the following type of impact on small businesses:
 - ☒ Direct impact *(please complete remainder of form)*
 - ☐ Indirect impact *(please provide a brief explanation, then sign, date, and submit form. Questions 2 through 8 do not need to be answered)*
2. A general narrative and overview of the effect of the rule(s) on small business - written in plain, easy to read language:

The proposed rules will make changes to the procedures a small business must follow if it participates in a proceeding held before the Commission. One of the effects of the proposed rule changes is to allow for the electronic filing and serving of documents and to otherwise clarify how documents are to be filed. If a person does not have the ability to file electronically, that person may still file a paper copy. A number of the rule changes explain how to file electronically, how the commission will serve documents, outline the exceptions for filing electronically, and delete references to requirements for paper copies. See §§ 20:10:01:02.02, 20:10:01:02.05, 20:10:01:09.01, 20:10:01:10, 20:10:01:11.01, 20:10:01:15.02, 20:10:01:22.03, 20:10:01:25, 20:10:01:30.01, and 20:10:01:41. Proposed rule § 20:10:01:01.02 provides that the circuit court rules of civil procedure will apply unless otherwise stated. The changes to the rules will also differentiate between complaints filed by consumers and complaints filed by one utility against another utility. See §§ 20:10:01:01.01, 20:10:01:02.03, 20:10:01:07.01, 20:10:01:08.01, 20:10:01:08.02, 20:10:01:09, and 20:10:01:22.03. The differences in the treatment of complaints are intended to make it easier for a consumer to file a complaint when compared to a complaint filed by a utility. Proposed rule § 20:10:01:02.04 revises the requirements for stipulations by deleting the requirement that all parties must sign a stipulation. Other rule changes clarify that those rules apply to all contested cases, not just complaints. See §§ 20:10:01:15 and 20:10:01:15.01. Other proposed rules clarify the filing of interventions and answers to interventions. See §§ 20:10:01:15.02, 20:10:01:15.04, and 20:10:01:15.05. Proposed rule § 20:10:01:16 revises the procedures for filing amended pleadings. Some changes clarify the filing of exhibits or technical documents during a hearing. See §§ 20:10:01:22.07, 20:10:01:24, and 20:10:01:24.01. Proposed rule § 20:10:01:25 requires a party to file proposed findings of fact only if requested by the commission. Other proposed rules revise the filing of declaratory rulings and the timeline for Commission action. See §§ 20:10:01:34 and 20:10:01:35. Finally, the proposed changes

revise the treatment and filing of confidential information. See §§ 20:10:01:39, 20:10:01:40, and 20:10:01:41.

3. What is the basis for the enactment of the rules(s)?

- ☐ Required to meet changes in federal law
- ☐ Required to meet changes in state law
- ☐ Required solely due to changes in date (i.e. must be changed annually)

Other: The main reason for changing the procedural rules is to allow for the electronic filing of documents. The Commission now has all of its current dockets online and can accept electronically filed documents. With all of the current dockets online, anyone can easily access a docket and all the filings that have been made in the docket.

4. Why is the rule(s) needed?

The main reason for the rule changes is to help facilitate a change to the electronic filing and serving of documents. In addition, the electronic filing of documents will assist the Commission in maintaining its electronic database of all of its current dockets. An electronic database will give small businesses and citizens immediate and easy access to documents through the Commission's website. Many of the other changes are intended to clarify current rules and to address issues that have arisen in past proceedings.

5. What small businesses or types of small businesses would be subject to the rule?

Any small business that participates in a proceeding before the Commission is subject to the procedural rules. Typically, this will be a small telephone company or a small electric cooperative.

6. Estimate the number of small businesses that would be subject to the rule.

- ☐ 1-99 ☒ 100-499 ☐ 500-999 ☐ 1,000-4,999 ☐ More than 5,000
- ☐ Unknown - please explain _____

7. Are small businesses required to file or maintain any reports or records under this rule?

- ☐ Yes ☒ No

a. If "yes," how many reports must a small business submit to the state on an annual basis?

b. If "yes," how much ongoing recordkeeping within the business is necessary?

c. If "yes," what type of professional skills would be necessary to prepare the reports or records?

- ☐ The average owner of a small business should be able to complete the reports and/or records with no assistance
- ☐ It is likely that a bookkeeper for a small business should be able to complete the reports and/or records
- ☐ It is likely that a small business person would need the assistance of a CPA to complete the reports and/or records

- ☐ It is likely that a small business person would need the assistance of an attorney to complete the reports and/or records
- ☐ Other _____
- ☐ Unknown - please explain _____

8. Are there any less intrusive or less costly methods to achieve the purpose of the rule (i.e. fewer reports, less recordkeeping, lower penalties)?

x No - please explain These changes should decrease costs and increase accessibility to Commission proceedings.

☐ Yes - please explain _____

10/3/06
Dated


Authorized Signature

Public Utilities Commission
Name of Agency

IN THE MATTER OF THE
PROMULGATION OF
ADMINISTRATIVE RULES

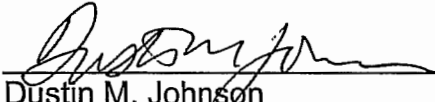
ADMISSION OF SERVICE

Personal service of

(1) Public Utilities Commission's proposed rules §§ 20:10:01:01.01, 20:10:01:01.02, 20:10:01:02.02, 20:10:01:02.03, 20:10:01:02.04, 20:10:01:02.05, 20:10:01:07.01, 20:10:01:08.01, 20:10:01:08.02, 20:10:01:09, 20:10:01:09.01, 20:10:01:10, 20:10:01:11.01, 20:10:01:15, 20:10:01:15.01, 20:10:01:15.02, 20:10:01:15.04, 20:10:01:15.05, 20:10:01:16, 20:10:01:22.03, 20:10:01:22.07, 20:10:01:24, 20:10:01:24.01, 20:10:01:25, 20:10:01:30.01, 20:10:01:34, 20:10:01:35, 20:10:01:39, 20:10:01:40 and 20:10:01:41; and

(2) all materials incorporated by reference

is admitted at Pierre, South Dakota, this 3 day of October, 2006.



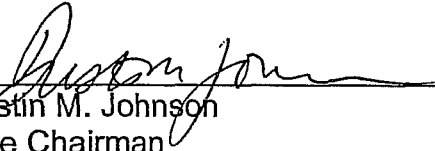
Dustin M. Johnson
Vice Chairman
South Dakota Public Utilities Commission

IN THE MATTER OF THE
PROMULGATION OF
ADMINISTRATIVE RULES

WAIVER OF WAITING PERIOD

Pursuant to SDCL subdivision 1-26-4(2), I, Dustin M. Johnson, Vice Chairman of the Public Utilities Commission, waive the fifteen-day waiting period before proceeding with the promulgation of the Public Utilities Commission's proposed revised rules §§ 20:10:01:01.01, 20:10:01:01.02, 20:10:01:02.02, 20:10:01:02.03, 20:10:01:02.04, 20:10:01:02.05, 20:10:01:07.01, 20:10:01:08.01, 20:10:01:08.02, 20:10:01:09, 20:10:01:09.01, 20:10:01:10, 20:10:01:11.01, 20:10:01:15, 20:10:01:15.01, 20:10:01:15.02, 20:10:01:15.04, 20:10:01:15.05, 20:10:01:16, 20:10:01:22.03, 20:10:01:22.07, 20:10:01:24, 20:10:01:24.01, 20:10:01:25, 20:10:01:30.01, 20:10:01:34, 20:10:01:35, 20:10:01:39, 20:10:01:40 and 20:10:01:41.

Dated this 3 day of October, 2006.



Dustin M. Johnson
Vice Chairman
South Dakota Public Utilities Commission

CHAPTER 20:10:01
GENERAL RULES OF PRACTICE

Section

20:10:01:01	Sessions of commission.
20:10:01:01.01	Definitions.
<u>20:10:01:01.02.</u>	<u>Use of rules of civil procedure.</u>
20:10:01:02	Appearances.
20:10:01:02.01	Communications with commissioners.
20:10:01:02.02	Filing documents with the commission.
20:10:01:02.03	Contents <u>and filing</u> of pleadings.
20:10:01:02.04	Withdrawal and dismissal of petition <u>pleading</u> prior to final order.
20:10:01:02.05	Filing originals and copies <u>of documents</u> .
20:10:01:03 to 20:10:01:07	Repealed.
20:10:01:07.01	Contents of <u>consumer</u> complaint.
20:10:01:08	Repealed.
20:10:01:08.01	Commission action on <u>consumer</u> complaints.
<u>20:10:01:08.02</u>	<u>Complaints not in conformity.</u>
20:10:01:09	Service of a <u>consumer</u> complaint – <u>Service of other complaints.</u>
<u>20:10:01:09.01</u>	<u>Service of documents by the commission.</u>
20:10:01:10	Actions which satisfy complaint.
20:10:01:11	Repealed.
20:10:01:11.01	Defenses to complaint.
20:10:01:12	Applications for new rates.
20:10:01:13	Repealed.
20:10:01:14	Adjournment and extensions.
20:10:01:15	Opportunity for hearing.
20:10:01:15.01	Burden in complaint <u>contested case</u> proceeding.

20:10:01:15.02	Intervention.
20:10:01:15.03	Contents of petition to intervene.
20:10:01:15.04	Answer to petition to intervene.
20:10:01:15.05	Commission action on petition to intervene.
20:10:01:15.06	Individual's right to appear.
20:10:01:16	Amendments.
20:10:01:16.01	Response to amended pleadings.
20:10:01:17	Subpoenas.
20:10:01:17.01	Commission action on subpoena request.
20:10:01:17.02	Service of subpoena.
20:10:01:18	Repealed.
20:10:01:19	Stipulation.
20:10:01:20 to 20:10:01:22	Repealed.
20:10:01:22.01	Discovery -- Order to compel.
20:10:01:22.02	Notice of hearing.
20:10:01:22.03	Manner of service.
20:10:01:22.04	Change in time and place of hearing.
20:10:01:22.05	Hearing -- Opening statement.
20:10:01:22.06	Written testimony.
20:10:01:22.07	Exhibits at hearing.
20:10:01:23	Documentary evidence.
20:10:01:24	Procedure for filing documentary evidence.
20:10:01:24.01	Technical matter must be in exhibits.
20:10:01:24.02	Receipt of evidence.
20:10:01:24.03	Documentary exhibits furnished after close of hearing.
20:10:01:25	Briefs.
20:10:01:26 and 20:10:01:27	Repealed.

20:10:01:27.01	Reopening of the record.
20:10:01:28	Compliance with orders.
20:10:01:29	Rehearing or reconsideration.
20:10:01:30	Repealed.
20:10:01:30.01	Application for rehearing or reconsideration.
20:10:01:30.02	Answer to application for rehearing or reconsideration.
20:10:01:31	Repealed.
20:10:01:32	Information provided by commission.
20:10:01:33	Repealed.
20:10:01:34	Petition for declaratory ruling.
20:10:01:35	Commission action on petition.
20:10:01:36 and 20:10:01:37	Superseded.
20:10:01:38	Repealed.
20:10:01:39	Confidential information defined.
20:10:01:40	Confidential treatment of information — Posted notice.
20:10:01:41	Requests for confidential treatment of information.
20:10:01:42	Requirements for proving confidentiality.
20:10:01:43	Requests for access to confidential information.
20:10:01:44	Use of confidential information in commission orders.
20:10:01:45	Order to show cause -- Service, notice, contents.

20:10:01:01.01. Definitions. Terms used in this chapter mean:

- (1) "Commission," the Public Utilities Commission of the state of South Dakota;
- (2) "Applicant" or "petitioner," a party seeking approval, authority, or other relief;
or any person who notifies the commission of a proposed change in gas, electric, or
common carrier rates;
- (3) "Complainant," a party who files a complaint;

(4) "Consumer complaint," any complaint other than a complaint filed by a telecommunications company, utility company, or a person involved in the generation, transmission, or distribution of energy;

(4) (5) "Party," a person by or against whom a proceeding is commenced or a person admitted by the commission or properly seeking and entitled as of right to be admitted as a party;

(5) (6) "Respondent," a party who is complained against, or a party investigated or ordered to show cause.

Source: 2 SDR 56, effective February 2, 1976; transferred from § 20:10:14:01, 12 SDR 85, effective November 24, 1985; 12 SDR 151, 12 SDR 155, effective July 1, 1986.

General Authority: SDCL ~~49-1-11~~ 49-1-11(2), (4).

Law Implemented: SDCL ~~1-26-1(5), 49-34A-4~~ 49-1-11(2), (4).

20:10:01:01.02. Use of rules of civil procedure. Except to the extent a provision is not appropriately applied to an agency proceeding or is in conflict with SDCL chapter 1-26, another statute governing the proceeding, or the commission's rules, the rules of civil procedure as used in the circuit courts of this state will apply.

Source:

General Authority: SDCL 49-1-11(2), (4).

Law Implemented: SDCL 49-1-11(2), (4).

20:10:01:02.02. Filing documents with the commission. When a document is required to be filed with the commission by a specific date or within a prescribed period and the document is served upon the commission by mail, three days shall be added to the due date or to the prescribed period. A facsimile or electronically filed document is considered filed on the date the document is received by the commission. In the case of a facsimile, the original document shall be subsequently filed, at which time the facsimile shall be removed from the record. Documents and facsimiles will only be received by the commission during regular business hours from 8:00 a.m. to 5:00 p.m., Central Time. If received at a later time or during a weekend or holiday, the document or facsimile is considered filed with the commission on the next working day.

Source: 16 SDR 148, effective March 22, 1990; 18 SDR 26, effective August 7, 1991.

General Authority: SDCL ~~49-1-11~~ 49-1-11(2), (4).

Law Implemented: SDCL ~~49-1-11~~ 49-1-11(2), (4).

20:10:01:02.03. Contents and filing of pleadings. ~~Each~~ Except for consumer complaints, each pleading shall be filed with the commission at the time the pleading is served and shall include the following:

- (1) The heading and caption, including the names of the parties and the docket number, if known;
- (2) The statements of fact and law set forth in numbered paragraphs;
- (3) The request of the party filing the pleading;

(4) The printed name and signature of the party filing the pleading or, if the party is represented by an attorney, the printed name and signature of the party's attorney; and

(5) The party's or the party's attorney's address, telephone number, and the email address at which the party will receive electronic service; and

(5) (6) The proof of service.

Source: 16 SDR 148, effective March 22, 1990.

General Authority: SDCL 49-1-11 49-1-11(2), (4).

Law Implemented: SDCL 49-1-11 49-1-11(2), (4).

20:10:01:02.04. Withdrawal and dismissal of petition pleading prior to final order. A petition pleading may be dismissed or withdrawn prior to entry of a final order by the commission if a ~~stipulation agreed to by all parties of record~~ stipulated agreement is filed and the commission does not find that the public interest requires the proceeding to be continued. The commission may also dismiss a petition pleading at the request of an interested party or on its own motion, stating the reasons in its order.

Source: 16 SDR 148, effective March 22, 1990.

General Authority: SDCL 49-1-11 49-1-11(2), (4).

Law Implemented: SDCL 49-1-11 49-1-11(2), (4).

20:10:01:02.05. Filing originals and copies of documents . If a document is ~~required to be filed with the commission in a docketed proceeding, except for consumer complaints, the party filing the document shall file the original and ten copies, unless~~

otherwise specified in this article. Unless otherwise allowed, any document filed with the commission shall be filed electronically as a .pdf file by accessing the commission's website. If the document is unable to be filed as a .pdf file, the document shall be filed using a widely used file format. Exhibits larger than eight and one half by fourteen inches or that otherwise may not be practicably filed by email attachment shall be filed by mail or hand delivery. If a person is requesting confidential treatment of any information, that information shall be filed electronically as a separate document. If a person is unable to file the document electronically due to technical reasons or lack of electronic filing capabilities, the person shall file the original document with the commission by mail or hand delivery and is not required to file electronically. If a person has the computer capability and it is technically feasible, any document that is not filed electronically shall be filed with the commission on a recordable compact disc. These filing requirements apply to all documents unless otherwise specified in this article or required by the commission.

Source: 18 SDR 26, effective August 7, 1991.

General Authority: SDCL 49-1-11 49-1-11(2), (4).

Law Implemented: SDCL 49-1-11 49-1-11(2), (4).

Cross-Reference:

Contents of consumer complaint, § 20:10:01:07.01.

Requests for confidential treatment of information, § 20:10:01:41.

~~Note: Documents, except for tariff sheets, should be copied on both sides of the page. The recommended format, except for tariffs, is as follows: 12 cpi (characters per inch), 1-inch margins on the left and right sides of the page and 1/2-inch margins on the top and bottom sides of the page.~~

20:10:01:07.01. Contents of consumer complaint. A consumer complaint shall be in writing and filed with the commission. A consumer complaint shall contain:

- (1) The full name, and address, and telephone number of each complainant, including an email address if the complainant has one;
- (2) The full name and address of each respondent;
- (3) A full, clear, and reasonably certain statement of the facts giving rise to the complaint, with reference where practicable to the law, statute, order, or rules of which a violation is claimed;
- (4) The remedy requested by the complainant;
- (5) The printed name and signature of the complainant;
- (6) The name and address of the complainant's attorney, if any; and
- (7) An affirmation that the statement of facts are accurate to the best of the complainant's knowledge.

Source: 2 SDR 56, effective February 2, 1976; transferred from § 20:10:14:11, 12 SDR 85, effective November 24, 1985; 12 SDR 151, 12 SDR 155, effective July 1, 1986; 25 SDR 89, effective December 27, 1998.

General Authority: SDCL 49-1-11(2), 49-34A-4(6).

Law Implemented: SDCL 49-1-11(2), (4), 49-13-1, ~~49-13-2~~, ~~49-34A-59~~.

20:10:01:08.01. Commission action on consumer complaints. Upon the filing of a consumer complaint, the commission shall attempt to settle the complaint without formal action. If the consumer complaint cannot be properly disposed of informally, the commission shall proceed in accordance with the provisions of § 20:10:01:09. ~~If the commission believes the complaint does not conform to this chapter, it shall so notify the complainant or the complainant's attorney, and opportunity shall be given to amend the complaint within a time specified by the commission. If the complaint is not amended within such time, or such extension thereof as the commission for good cause shown may grant, it shall be dismissed.~~

Source: 2 SDR 56, effective February 2, 1976; transferred from § 20:10:14:12, 12 SDR 85, effective November 24, 1985; 12 SDR 151, 12 SDR 155, effective July 1, 1986.

General Authority: SDCL ~~49-1-11~~ 49-1-11(2), (4), ~~49-34A-4~~ 49-34A-6.

Law Implemented: SDCL ~~49-1-11~~ 49-1-11(2), (4), ~~49-34A-4~~ 49-34A-6.

20:10:01:08.02 Complaints not in conformity. If the commission believes a complaint does not conform to this chapter, it shall notify the complainant or the complainant's attorney, and opportunity shall be given to amend the complaint within a time specified by the commission. If the complaint is not amended within such time, it may be dismissed.

Source:

General Authority: SDCL 49-1-11(2), (4), 49-34A-4(6).

Law Implemented: SDCL 49-1-11(2), (4), 49-34A-4(6).

20:10:01:09. Service of a consumer complaint – Service of other complaints.

~~The~~ For a consumer complaint, the commission shall forward a copy of the complaint to the respondent a statement of the complaint and a notice requiring the respondent to satisfy the complaint or answer it in writing within 20 days from the date of service of the notice or within such further time as may be specified by the commission. For all other complaints, the complainant shall serve the complaint on the respondent. The respondent shall satisfy the complaint or answer it in writing within 20 days from the date of service of the complaint or within such time as may be specified by the commission.

Source: SL 1975, ch 16, § 1; 12 SDR 85, effective November 24, 1985; 12 SDR 151, 12 SDR 155, effective July 1, 1986; 26 SDR 110, effective March 7, 2000.

General Authority: SDCL 49-1-11(2) 49-1-11(2), (4), 49-34A-4(6).

Law Implemented: SDCL 49-1-11(2) 49-1-11(2), (4), 49-13-1, 49-34A-4(6).

Cross-Reference: Manner of service, § 20:10:01:22.03.

20:10:01:09.01. Service of documents by the commission. The commission will serve all documents electronically unless a person is unable to receive documents electronically, a document may not practicably be transmitted electronically, or the commission does not have the person's email address.

Source:

General Authority: SDCL 49-1-11(2), (4), 49-34A-4.

Law Implemented: SDCL 49-1-11(2), (4), 49-34A-4.

20:10:01:10. Actions which satisfy complaint. The respondent shall, within the time ~~fixed by the notice served upon it~~ specified by § 20:10:01:09, satisfy the complaint by making reparation for the injury alleged to have been done, correcting the wrong complained of, or answering the complaint by filing ~~the original and one copy of the~~ answer ~~in the office of~~ with the commission and serving a copy on each complainant. If a respondent satisfies a complaint before or after answering, a written acknowledgment showing the character and extent of the satisfaction must be filed by the complainant, and a statement of the facts and manner of satisfaction may be filed as an answer. Upon approval of the commission, ~~no further proceedings may be taken~~ the complaint shall be dismissed.

Source: SL 1975, ch 16, § 1; 12 SDR 85, effective November 24, 1985; 12 SDR 151, 12 SDR 155, effective July 1, 1986; 25 SDR 89, effective December 27, 1998.

General Authority: SDCL 49-1-11(2) 49-1-11(2), (4), 49-34A-4(6).

Law Implemented: SDCL 49-1-11(2) 49-1-11(2), (4), 49-13-1, 49-13-3, 49-34A-4(6).

20:10:01:11.01. Defenses to complaint. ~~The defense that the complainant does not have a good or sufficient reason for making a complaint, that the complainant is without standing to make the complaint or otherwise fails to conform to this chapter,~~ defenses set forth in SDCL 15-6-12(b) may be raised by motion to dismiss or answer, at

the option of the respondent. All other defenses to the complaint shall be raised by answer. ~~An original and ten copies of the~~ The motion to dismiss or answer, accompanied by proof of service on the complainant, shall be filed with the commission. The answer shall specifically admit or specifically deny material allegations of the complaint and may also contain a statement of new matters constituting an affirmative defense. If the respondent has no information or belief on the subject sufficient to enable the respondent to answer an allegation of the complaint, the respondent may so state in the answer and deny the allegation on that ground.

Source: 2 SDR 56, effective February 2, 1976; transferred from § 20:10:14:15, 12 SDR 85, effective November 24, 1985; 12 SDR 151, 12 SDR 155, effective July 1, 1986; 25 SDR 89, effective December 27, 1998; 26 SDR 110, effective March 7, 2000.

General Authority: SDCL 49-1-11(2) 49-1-11(2), (4), 49-34A-4(6).

Law Implemented: SDCL ~~49-1-11(2)~~ 49-1-11(2), (4), 49-13-1, 49-34A-4(6).

Cross-Reference: Service of a consumer complaint—Service of other complaints, § 20:10:01:09.

20:10:01:15. Opportunity for hearing. ~~Upon receipt of the answer of each respondent or at the expiration of the time fixed for the filing of the answer, if each respondent has not satisfied the complaint or corrected the wrong complained of, In any contested case proceeding held before the commission,~~ the commission shall give the parties an opportunity for a hearing conducted in accordance with the provisions of SDCL chapter 1-26 and this chapter.

Source: SL 1975, ch 16, § 1; 12 SDR 85, effective November 24, 1985; 12 SDR 151, 12 SDR 155, effective July 1, 1986; 25 SDR 89, effective December 27, 1998.

General Authority: SDCL ~~49-1-11(2)~~ 49-1-11(2), (4), 49-34A-4(6).

Law Implemented: SDCL ~~49-1-11(2)~~ 49-1-11(2), (4), 49-13-1, 49-13-4, 49-34A-4(6).

20:10:01:15.01. Burden in complaint contested case proceeding. ~~In a complaint~~ any contested case proceeding, the complainant, counterclaimant, applicant, or petitioner has the burden of going forward with presentation of evidence unless otherwise ordered by the commission. The complainant, counterclaimant, applicant, or petitioner has the burden of proof as to factual allegations which form the basis of the complaint, counterclaim, application, or petition. ~~and the~~ In a complaint proceeding, the respondent has the burden of proof with respect to affirmative defenses.

Source: 2 SDR 56, effective February 2, 1976; transferred from § 20:10:14:16, 12 SDR 85, effective November 24, 1985; 12 SDR 151, 12 SDR 155, effective July 1, 1986.

General Authority: ~~49-1-11~~ 49-1-11(2), (4), 49-34A-4.

Law Implemented: SDCL 49-1-11(2), (4), 49-34A-61, ~~49-44-16~~.

20:10:01:15.02. Intervention. A person who is not an original party to a proceeding before the commission and who claims an interest in a pending proceeding may petition the commission for leave to intervene. ~~An original and ten copies of a~~ The petition to intervene shall be filed with the commission within the time specified ~~in the~~ in the commission's order establishing time for intervention in the commission's weekly filings

public notice, or by applicable statute, rule, or order. The petition shall show service upon all parties to the proceeding. A petition to intervene which is not timely filed with the commission may ~~not~~ be granted by the commission ~~unless the~~ if granting the intervention will not unduly prejudice the rights of other parties to the proceeding or if denial of the petition is shown to be detrimental to the public interest ~~or to be likely to result in a miscarriage of justice.~~

Source: 2 SDR 56, effective February 2, 1976; transferred from § 20:10:14:02, 12 SDR 85, effective November 24, 1985; 12 SDR 151, 12 SDR 155, effective July 1, 1986; 25 SDR 89, effective December 27, 1998.

General Authority: SDCL 49-1-11(2) 49-1-11(2), (4).

Law Implemented: SDCL 1-26-17.1, 49-1-11(2), (4), 49-34A-13.1.

20:10:01:15.04. Answer to petition to intervene. A party to a proceeding may file an answer to a petition to intervene on or before the hearing date, if any, set for ~~hearing upon the petition or on or before the date set for hearing upon the complaint,~~ ~~whichever is earlier, but in no event may a party have more than 15 days in which to file~~ an answer to a petition to intervene or within 15 days after service of the petition, ~~whichever is earlier, unless otherwise ordered by the commission.~~ The answer shall show service of copies thereof upon all parties to the proceeding.

Source: 2 SDR 56, effective February 2, 1976; transferred from § 20:10:14:04, 12 SDR 85, effective November 24, 1985; 12 SDR 151, 12 SDR 155, effective July 1, 1986.

General Authority: SDCL 49-1-11 49-1-11(2), (4).

Law Implemented: SDCL 1-26-17.1, 49-1-11(2), (4), 49-34A-13.1.

20:10:01:15.05. Commission action on petition to intervene. As soon as practicable after the expiration of the time for filing an answer to a petition for intervention, the commission shall grant or deny the petition in whole or in part.

A petition to intervene shall be granted by the commission if the petitioner shows that the petitioner is specifically deemed by statute to be interested in the matter involved, that the petitioner is specifically declared by statute to be an interested party to the proceeding, or that by the outcome of the proceeding the petitioner will be bound and affected either favorably or adversely with respect to an interest peculiar to the petitioner as distinguished from an interest common to the public or to the taxpayers in general.

A person granted leave to intervene in whole or in part is an intervener and is a party to the proceeding. As a party, an intervener is entitled to notice of hearing, to appear at the hearing, to examine and cross-examine witnesses, to present evidence in support of the person's interest, to compel attendance of witnesses and production of evidence, to submit briefs, to make and argue motions and objections, and to all other rights granted to parties by statute or this chapter.

Source: 2 SDR 56, effective February 2, 1976; transferred from § 20:10:14:05, 12 SDR 85, effective November 24, 1985; 12 SDR 151, 12 SDR 155, effective July 1, 1986.

General Authority: SDCL ~~49-1-11~~ 49-1-11(2), (4).

Law Implemented: SDCL 1-26-17.1, 49-1-11(2), (4), 49-34A-13.1.

20:10:01:16. Amendments. ~~Amendments may be allowed to any petition, complaint, application, or answer~~ A pleading may be amended once as a matter of right if filed and served prior to the filing of a responsive pleading or within 20 days, whichever is earlier. After such time, a pleading may be amended by stipulation of the parties or upon application of a party and at the discretion of the commission.

Source: SL 1975, ch 16, § 1; 12 SDR 85, effective November 24, 1985; 12 SDR 151, 12 SDR 155, effective July 1, 1986.

General Authority: SDCL 49-1-11 49-1-11(2), (4).

Law Implemented: SDCL 49-1-11 49-1-11(2), (4).

20:10:01:22.03. Manner of service. ~~Notices, petitions, answers, and other papers or copies thereof required to be served in a proceeding may~~ An initial pleading in a proceeding requiring service upon a person other than the commission shall be served either personally or by mail as provided by SDCL 15-6-5(b). When a party has appeared by attorney, service upon the attorney is proper service. Service by mail shall be evidenced by a certificate of service. Except in the case of a consumer complaint proceeding or as otherwise provided in these rules, all pleadings and documents in a proceeding after the initial pleading shall be served electronically. Electronic service shall be effected by attaching the pleading or document as a .pdf file or other commonly used file type to an email that is addressed and transmitted to the email address of the party provided pursuant to § 20:10:01:02.03. Documents containing colored graphics such as maps, that contain exhibits larger than eight and one half by fourteen inches, or that otherwise may not practicably be served by email attachment or printed by the

receiving party shall be served by mail. If a party or the attorney of a party does not have the capability to effect electronic service, the party or attorney shall provide notice of such fact to the commission and the other parties and such party may then serve and receive service by mail. Upon the request of a party or the commission, a party shall provide a paper copy of a particular document to the requesting party.

Source: 2 SDR 56, effective February 2, 1976; transferred from § 20:10:14:18, 12 SDR 85, effective November 24, 1985; 12 SDR 151, 12 SDR 155, effective July 1, 1986.

General Authority: SDCL 49-1-11 49-1-11(2), (4).

Law Implemented: SDCL 49-1-11 49-1-11(2), (4).

20:10:01:22.07. Exhibits at hearing. When exhibits have been prepared to be used at the hearing either as evidence or for illustrative purposes, or both, the parties shall have the exhibits marked prior to the hearing ~~if the exhibits have not already been submitted with prefiled testimony. The~~ If the exhibits have not previously been served on the other parties and filed with the commission, the party using exhibits shall provide copies of the exhibits at the hearing to the commissioners, commission and staff attorneys, the court reporter, and each party in the proceeding. If enlarged exhibits have been prepared for the hearing, copies of enlarged exhibits shall be reduced or folded to 8 1/2 inches by 11 inches in size prior to the hearing. If a party in a hearing does not follow the requirements of this section, the commission may or may not accept the exhibits at the hearing.

Source: 18 SDR 26, effective August 7, 1991.

General Authority: SDCL ~~49-1-11~~ 49-1-11(2), (4).

Law Implemented: SDCL ~~49-1-11~~ 49-1-11(2), (4).

20:10:01:24. Procedure for filing documentary evidence. Any party wishing to introduce in evidence in any hearing before the commission any exhibit or document of any kind that has not previously been served on the other parties and filed with the commission, must furnish, in addition to the original exhibit to be filed and incorporated into the record in the case, ~~four~~ five copies for use of the commission and a copy for adverse counsel or parties.

Source: SL 1975, ch 16, § 1; 12 SDR 85, effective November 24, 1985; 12 SDR 151, 12 SDR 155, effective July 1, 1986.

General Authority: SDCL ~~49-1-11~~ 49-1-11(2), (4).

Law Implemented: SDCL 1-26-19, 49-1-11(2), (4).

20:10:01:24.01. Technical matter must be in exhibits. When evidence to be presented consists of technical ~~matter~~ material or figures, it shall be presented in exhibit form. The technical ~~matter~~ material or figures may be supplemented and explained, but not duplicated, by oral testimony. Unless the commission otherwise orders, when technical material or figures have been compiled by the use of a computer program, an electronic copy of the evidence shall be provided to the commission and other parties that permits the receiving parties and commission to fully electronically access the data and formulae used in the evidence.

Source: 2 SDR 56, effective February 2, 1976; transferred from § 20:10:14:30, 12 SDR 85, effective November 24, 1985; 12 SDR 151, 12 SDR 155, effective July 1, 1986.

General Authority: SDCL ~~49-1-11~~ 49-1-11(2), (4).

Law Implemented: SDCL 1-26-19, 49-1-11(2), (4).

20:10:01:25. Briefs. The commission in its discretion may order the filing of written briefs and when so ordering shall fix the due dates for filing. Briefs shall contain the following matters: statement of the case; abstract of the evidence relied upon by the party filing the brief; specific citations to facts contained in the record; and arguments, including references to decisions of the commission, other commissions, or the courts; ~~and request for specific findings desired by the party filing the brief. If requested by the~~ commission, the parties shall file proposed findings of fact. The requested findings must be stated separately and numbered. ~~The original and ten copies~~ briefs shall be filed with the commission and a copy shall be served on each party. Certification of service shall be filed with the briefs.

Source: SL 1975, ch 16, § 1; 12 SDR 85, effective November 24, 1985; 12 SDR 151, 12 SDR 155, effective July 1, 1986; 25 SDR 89, effective December 27, 1998.

General Authority: SDCL 49-1-11(4).

Law Implemented: SDCL 49-1-11(4).

20:10:01:30.01. Application for rehearing or reconsideration. An application for a rehearing or reconsideration shall be made only by written petition by a party to the proceeding. ~~An original and ten copies of the~~ The application shall be filed with the

commission within 30 days from the issuance of the commission decision or order. An application for rehearing or reconsideration based upon claim of error shall specify all findings of fact and conclusions of law claimed to be erroneous with a brief statement of the ground of error. An application for rehearing or reconsideration based upon newly discovered evidence, upon facts and circumstances arising subsequent to the hearing, or upon consequences resulting from compliance with the decision or order, shall set forth fully the matters relied upon. The application shall show service on each party to the proceeding.

Source: 2 SDR 56, effective February 2, 1976; transferred from § 20:10:14:39, 12 SDR 85, effective November 24, 1985; 12 SDR 151, 12 SDR 155, effective July 1, 1986; 25 SDR 89, effective December 27, 1998.

General Authority: SDCL 49-1-11(4).

Law Implemented: SDCL 49-1-11(4), ~~49-28-53~~, 49-34A-61.1.

20:10:01:34. Petition for declaratory ruling. Any person wishing the commission to issue its ruling as to the applicability to that person of any statutory provision or rule or order of the commission may file with the commission a petition for declaratory ruling. ~~in substantially the following form:~~

State of South Dakota

Public Utilities Commission

Petition for Declaratory Ruling

~~_____ Pursuant to the provisions of SDCL 1-26-15, I, (name of petitioner), of (address of petitioner), am (title or capacity of petitioner), and do hereby petition the South Dakota Public Utilities Commission for its declaratory ruling in regard to the following:~~
The petition shall contain the following:

(1) The state statute or commission rule or order in question is: ~~(here identify and quote the pertinent statute, rule, or order).~~;

(2) The facts and circumstances which give rise to the issue to be answered by the commission are: ; and

(3) The precise issue to be answered by the commission's declaratory ruling is:

~~_____ Dated at _____ (city and state), this _____ day of _____ 19-20~~
~~_____~~

(Signature of petitioner)

Source: SL 1975, ch 16, § 1; 12 SDR 151, 12 SDR 155, effective July 1, 1986.

General Authority: SDCL ~~49-1-11~~ 49-1-11(5).

Law Implemented: SDCL 1-26-15, 49-1-11(5).

20:10:01:35. Commission action on petition. Upon receipt of the petition for declaratory ruling, the commission may request from petitioner ~~such other or further~~ information as may be required for the issuance of its ruling. ~~Within 30 days after the filing of the petition or within 30 days following the receipt of further requested~~

information, the The commission shall issue act expeditiously in issuing its declaratory ruling and serve a copy of the ruling by mail upon the petitioner.

Source: SL 1975, ch 16, § 1; 12 SDR 85, effective November 24, 1985; 12 SDR 151, 12 SDR 155, effective July 1, 1986.

General Authority: SDCL 49-1-11 49-1-11(5).

Law Implemented: SDCL 1-26-15, 49-1-11(5).

Declaratory Ruling: The Public Utilities Commission has filed a declaratory ruling with the Legislative Research Council in the matter of the petition of West River Electric Association, Inc. for a ruling regarding service territory rights concerning Black Hills Power, Inc. and West River Electric Association, Inc. The Commission declared that the provision of electric service by Black Hills Power, Inc. to a certain portion of the Rapid City Waste Treatment Facility violated SDCL 49-34A-42 by rendering electric service at retail within the territory of West River Electric Association, Inc. Declaratory Ruling EL02-003 dated September 24, 2002. The commission's Declaratory Ruling EL02-003 was reversed by the South Dakota Supreme Court in *In re West River Elec. Ass'n. Inc.*, 2004 SD 11, 675 N.W.2d 222, Util. L. Rep. P 26,872.

20:10:01:39. Confidential information defined. All facts, information, reports, orders, memoranda books, accounts, documents, and computer peripherals of any nature in the possession of the commission are available for examination by the public except the following:

- (1) Personal information in confidential personnel records of the commission;

(2) Communications between counsel retained by the commission or staff and the commission and staff;

(3) Any information, records, or documents that constitute the work product of an attorney;

(4) Trade secrets or other confidential research, development, or commercial information recognized and protected by SDCL 15-6-26(c)(7) or other law;

(5) Information which is made confidential under any other provisions of state or federal law; and

(6) Information which is determined by the commission to be confidential by the commission and entitled to protection from disclosure or improper use.

Source: 16 SDR 148, effective March 22, 1990.

General Authority: SDCL 49-1-11 49-1-11(6).

Law Implemented: SDCL 49-1-11 49-1-11(6).

Cross-References:

Records open to inspection, SDCL 1-27-1.

Records declared confidential or secret, SDCL 1-27-3.

Discovery pending action, SDCL 15-6-26.

Attorney's duty to respect client's confidence, SDCL 16-18-18.

Lawyer-client privilege, SDCL 19-13-2 to 19-13-4, inclusive.

Privilege of trade secrets -- Protective measures if disclosure directed, SDCL 19-13-20.

Uniform Trade Secrets Act, SDCL 37-29-1 to 37-29-11, inclusive.

20:10:01:40. Confidential treatment of information — ~~Posted notice.~~

Information ~~being~~ afforded confidential treatment shall be kept in ~~locked files~~ separate, sealed envelopes and marked confidential. ~~A notice in the following form shall be posted at the locked facilities in which confidential information is located:~~

NOTICE

~~The information in this file is designated confidential under chapter 20:10:01 of the rules of the South Dakota Public Utilities Commission. Disclosure of any such confidential information to a person other than commission members, employees, or agents is prohibited unless otherwise permitted by the commission.~~

Source: 16 SDR 148, effective March 22, 1990.

General Authority: SDCL ~~49-1-11~~ 49-1-11(6).

Law Implemented: SDCL ~~49-1-11~~ 49-1-11(6).

20:10:01:41. Requests for confidential treatment of information. A request for confidential treatment of information shall be made by submitting the material to the commission along with the following information:

(1) An identification of the document and the general subject matter of the materials or the portions of the document for which confidentiality is being requested;

(2) The length of time for which confidentiality is being requested and a request for handling at the end of that time. This does not preclude a later request to extend the period of confidential treatment;

(3) The name, address, and phone number of a person to be contacted regarding the confidentiality request;

(4) The statutory or common law grounds and any administrative rules under which confidentiality is requested. Failure to include all possible grounds for confidential treatment does not preclude the party from raising additional grounds in the future; and

(5) The factual basis that qualifies the information for confidentiality under the authority cited.

Information shall be sent to the commission's executive director, unless another person is designated. Each page must clearly be marked "confidential" in large, bold letters. Information submitted by mail or hand delivery must be in a separate, sealed envelope and clearly state in large, bold letters on each page and on the envelope that confidential treatment is requested. If filed electronically, the information must be filed as a separate document and must be accompanied by a letter stating that the person filing the information is requesting confidential treatment.

Source: 16 SDR 148, effective March 22, 1990.

General Authority: SDCL 49-1-11 49-1-11(6).

Law Implemented: SDCL 49-1-11 49-1-11(6).