



COMMONWEALTH OF PENNSYLVANIA  
PENNSYLVANIA PUBLIC UTILITY COMMISSION  
400 North Street, Harrisburg, Pennsylvania 17120

IN REPLY PLEASE  
REFER TO OUR FILE  
M-2020-3019262

July 27, 2020

**Re: Modification to Filing and Service Requirements  
Emergency Order at Docket Number M-2020-3019262**

To whom it may concern:

On March 6, 2020, Governor Tom Wolf issued a Proclamation of Disaster Emergency in response to the COVID-19 pandemic (*Emergency Proclamation*).<sup>1</sup> Among other things, the *Emergency Proclamation* directed the suspension of the provision of any regulatory statute prescribing the procedures for conduct of Commonwealth business, or the orders, rules or regulations of any Commonwealth agency, if strict compliance with the provisions would in any way prevent, hinder, or delay necessary action in coping with the emergency.

Consistent with the *Emergency Proclamation*, Chairman Gladys Brown Dutrieuille issued an Emergency Order on March 20, 2020, providing, *inter alia*, for the modification of Commission filing and service requirements. *Re: Suspension of Regulatory and Statutory Deadlines; Modification to Filing and Service Requirements*, Docket Number M-2020-3019262. The Emergency Order was ratified at the Commission's March 26, 2020 Public Meeting. Significantly, the Emergency Order provided, in relevant part:

All filings containing confidential or proprietary information shall be filed with the Commission by e-mailing the Secretary at [rchiavetta@pa.gov](mailto:rchiavetta@pa.gov). Use of encryption with the prior consent of the Secretary is permitted.

The Secretary of the Commission is authorized to modify any procedural rules in 52 Pa. Code Chapter 1, to the extent those rules are routine, ministerial or non-policy making, during the pendency of the Proclamation of Disaster Emergency.

At the time the Emergency Order was issued, the Commission did not have access to its physical location. However, since that time the Commission has secured limited access to its place of business. Under these circumstances and consistent with the authority provided to the Secretary by the Emergency Order, it is appropriate to modify

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<sup>1</sup> <https://www.governor.pa.gov/wp-content/uploads/2020/03/20200306-COVID19-Digital-Proclamation.pdf>

some filing requirements to the extent necessary for the efficient conduct of Commission business.

Specifically, confidential filings made pursuant to 52 Pa. Code §§ 54.203, 54.39, and 62.110 (Annual Retail Electricity Choice Sales Activity Reports, EGS Quarterly and Annual Reports, and NGS Annual Reports, respectively), shall no longer be filed electronically with the Secretary but shall be filed by overnight delivery.

Confidential filings made pursuant to 52 Pa. Code § 54.40(a) (EGS financial securities), shall be filed with the Secretary by overnight delivery.

The Commission's address to be used for overnight delivery is:

Secretary  
Pennsylvania Public Utility Commission  
400 North Street  
Harrisburg, Pennsylvania 17120

*Nothing herein alleviates the necessity to file the subject reports with the Bureau of Technical Utility Services, if otherwise required.*

Finally, the Commission receives many inquiries from NGS's and EGS's regarding its receipt of payment of fees, fines, and assessments. Given the Commission's limited access to its place of business, it is not always able to readily answer these inquiries. If you desire confirmation of receipt of payment, use a mailing service that provides same, such as USPS-Return Receipt, or overnight delivery with receipt confirmation.

This letter shall be served upon all affected entities by email only and published to the Commission's website.

If you have any questions in this matter, please contact Darren Gill, Deputy Director of the Bureau of Technical Utility Services, at [dgill@pa.gov](mailto:dgill@pa.gov).

Sincerely,

  
Rosemary Chiavetta  
Secretary

cc: Darren Gill, Deputy Director, Bureau of Technical Utility Services