

**BEFORE THE PUBLIC UTILITY COMMISSION  
OF OREGON**

UE 374

In the Matter of  
PACIFICORP, dba PACIFIC POWER,  
Request for a General Rate Revision.

MEMORANDUM REGARDING  
UPDATED REMOTE HEARING  
PROCEDURES AND FILING  
REQUIREMENTS

This memorandum is intended to update the hearing procedures and filing requirements set out in the August 10<sup>th</sup> memorandum based on the discussions at the practice sessions conducted on August 27<sup>th</sup> and 28<sup>th</sup>. **Please note that the filing requirements have changed from those discussed at the practice sessions to reduce the amount of materials to be filed.**

The Commission will conduct evidentiary hearings in this proceeding via Zoom. Hearings will commence at 9:00 a.m. each day. We will launch the Zoom meeting at 8:00 a.m. to provide time for everyone to get set up and join the meeting.

A court reporter will provide an official transcript of the proceeding. Any recording of the hearing, either video or audio, is prohibited. The official transcript will be available from the court reporter. In the event of an issue with the Zoom platform, we will conduct the hearing via teleconference. The call in information for the teleconference is included in the notice of evidentiary hearings issued on August 28, 2020.

The Commission will use only the audio and video functionality of Zoom. We will not be using the text chat function. Any use of screen sharing will be very limited.

Each party participating in the hearing must provide by September 2, 2020:

1. A list of active participants. This is a list designating the individuals who will be active participants at any point during the evidentiary hearings (witnesses and counsel for each witness, and any cross examining counsel). While each witness is testifying, the witness, their designated counsel, and any cross-examining counsel should plan to be visible via video. **Additionally, because we may consider extending hearings by one day, please confirm availability for Friday, September 11, 2020 for each participant.**

2. Pre-hearing briefs.
3. Cross examination statements. These must include:
  - a. The estimated time and subject matter for each witness a party intends to question, and separately identifying the estimated time and subject matter for cross examination regarding confidential materials and highly confidential materials;
  - b. The counsel who will be asking questions for each witness<sup>1</sup>; and
  - c. A list of individuals who will be participating in any confidential session, including the telephone number they will be calling in from and indicating which protective order(s) they are qualified under.<sup>2</sup>
4. Exhibits. Exhibits must be pre-marked as indicated in OAR 860-001-0480. If you have voluminous exhibits, make arrangements Kim Toews to submit these exhibits.
5. Materials to be referenced at the hearings. This should include a list of any documents to be referenced at the hearing, including page references. Please provide a pdf including the pages of any exhibits or documents that you plan to reference for each witness. You do not need to provide copies of any prefiled testimony, only the pages of other exhibits or materials you plan to reference.
  - a. Parties need not provide copies of documents that are subject to a protective order, but must instead identify any such documents (including page numbers) with specificity.
  - b. For any worksheets or spreadsheets that you anticipate might be difficult for others to follow along on, I would encourage you to provide a version with highlighting or other marking for ease of reference.
  - c. Parties may supplement these materials in the days leading up to the hearings as necessary. Please provide any supplements by 3 p.m. on Tuesday, September 8<sup>th</sup>.
  - d. To the extent that the need to reference materials not previously identified arises during the course of the hearing, we may need to rely on email or screen sharing in limited circumstances to ensure that all parties have access to the reference materials.

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<sup>1</sup> For any counsel that does not have cross examination for a witness, but anticipates the potential for follow up cross to arise regarding that witness, please indicate that on your cross examination statement.

<sup>2</sup> If you will be calling in from a building with an exchange or switching system and you cannot identify the specific number you will be calling in from, please note that with your contact information and indicate the range of numbers likely to appear on caller id.

ISSUED: August 31, 2020

Due to the number of parties and limited time reserved for hearings, any procedural matters should be raised in advance of the hearing in writing so there are no delays to the start of testimony at the hearings. Additionally, rather than having witness' adopt their testimony at the evidentiary hearings, **affidavits in support of any testimony or exhibits parties seek to offer into evidence, along with motions to admit will be due by 2:00 p.m. on September 17, 2020.**

Dated this 31<sup>st</sup> day of August, 2020, at Salem, Oregon.



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Alison Lackey  
Administrative Law Judge