**FLORIDA PUBLIC SERVICE COMMISSION**

 **Fletcher Building**

 **101 East Gaines Street**

 **Tallahassee, Florida 32399-0850**

 **M E M O R A N D U M**

 **May 6, 1993**

**TO : DIRECTOR OF RECORDS AND REPORTING**

**FROM : DIVISION OF AUDITING AND FINANCIAL ANALYSIS (WRIGHT)**

 **DIVISION OF COMMUNICATIONS (BUSBEE)**

 **DIVISION OF LEGAL SERVICES (KURLIN)**

**RE : DOCKET NO. 930365-TL - PETITION FOR AUTHORITY TO RELOCATE RECORDS**

**AGENDA : May 18, 1993 - PAA - CONTROVERSIAL - PARTIES MAY PARTICIPATE**

**CRITICAL DATES: NONE**

**SPECIAL INSTRUCTIONS: I:\PSC\AFA\WP\930365.RCM**

 **DISCUSSION OF ISSUES**

**ISSUE :** Should the petition by Southern Bell for authority to relocate records be approved?

**RECOMMENDATION:** Yes, Southern Bell's petition for authority to relocate records should be approved with the modification that revenue journals for Florida and other related reports will be transferred from Birmingham to Atlanta, as necessary, during the course of an audit. (Wright)

**STAFF ANALYSIS:** On April 7, 1993, Southern Bell filed a petition, pursuant to Rule 25-4.020, Florida Administrative Code, for authority to relocate certain records outside the State of Florida. Rule 25-4.020 states that all records that a utility is required to keep shall be kept at the office or offices of the company within the State unless otherwise authorized by the Commission. The petition states that the Company recently undertook a study to identify changes which would make the Comptrollers Department of Southern Bell more efficient, flexible, and cost effective. Included in the consolidation is a plan to relocate various records to Company offices in states other than Florida.

 In the petition, Southern Bell has identified the records to be relocated as follows:

 Regulatory reports, including Surveillance Reports, Commission Annual Report, and regulatory assessment fee records - Atlanta, Georgia

 Ledgers and expense and investment related records, balance sheets, income statement reports, and journals - Atlanta, Georgia

 Revenue journals for BellSouth Telecommunications - Florida and related reports and detail records - Birmingham, Alabama

 The Company has indicated to staff that they would be willing to transfer the revenue journals to Atlanta, Georgia during an audit in order to limit the travel necessary to complete an audit.

 The petition states that the records of outside plant investment will remain in Miami, Florida. The Company indicates that the Network personnel will remain in Miami and these records will remain with the personnel possessing the technical expertise to process these records. The Company expects that the relocation will take over a year to complete.

 Southern Bell states in their petition that they will reimburse the Commission for reasonable travel expense during any out-of-state audit per the requirements of Rule 25-4.020, F.A.C. The Company is required to reimburse the Commission for reasonable travel expense for any review of the Company's records.

 Southern Bell's study indicates that the cost savings associated with the reorganization of the Comptrollers Department will be approximately $6 to $7 million on an annual intrastate basis for Florida. The cost savings associated with the relocation of records is included as part of the savings associated with the Comptrollers reorganization. The staff recommends that the petition of Southern Bell for authority to relocate records be approved with the understanding that the revenue journals and other related reports in Birmingham be transferred to Atlanta, as necessary, during the course of an audit.

**ISSUE 2:** Should this docket be closed?

**RECOMMENDATION:** Yes, if no protest is received within the prescribed timeframe, this docket should be closed. (Wright, Kurlin)