

BEFORE THE FLORIDA PUBLIC SERVICE COMMISSION

In Re: Petition for Waiver of) DOCKET NO. 930969-TL
Rule 25-4.020(3)(a), F.A.C.,) ORDER NO. PSC-94-0143-FOF-TL
Requiring Retention of Source) ISSUED: February 4, 1994
Documents in Their Original)
Form, by United Telephone)
Company of Florida)
_____)

The following Commissioners participated in the disposition of this matter:

J. TERRY DEASON, Chairman
SUSAN F. CLARK
JULIA L. JOHNSON
DIANE K. KIESLING
LUIS J. LAUREDO

NOTICE OF PROPOSED AGENCY ACTION
ORDER GRANTING PETITION FOR WAIVER
OF RULE 25-4.020(3), F.A.C.

BY THE COMMISSION:

NOTICE IS HEREBY GIVEN by the Florida Public Service Commission that the action discussed herein is preliminary in nature and will become final unless a person whose interests are substantially affected files a petition for a formal proceeding, pursuant to Rule 25-22.029, Florida Administrative Code.

On October 1, 1993, United Telephone Company of Florida (United) filed a request for a waiver of Rule 25-4.020(3)(a), Florida Administrative Code. Under Rule 25-4.020(3)(a), telephone companies are required to retain source documents in their original form for a minimum of three years. United has acquired a new, state-of-the-art document storage system, consisting of a Kodak digital workstation with a computer assisted retrieval system. According to United, the system produces clear, readable copies which are substantially equivalent to the originals, reduces document retrieval time and eliminates paper files.

Our Staff visited United in order to review the system. Staff obtained sample copies of vouchers and a workorder and traced these copies to the original source documentation. Staff also observed the filming process. The sampled copies were legible, and all handwritten notations and "post-it notes" that were found on the

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original source documents also appeared on the sample copies. Staff found no documents removed, added, or altered. Staff also found the retrieval process to be simple and fast.

Upon consideration, we believe that it is appropriate to grant United's request. However, should it at some time change the method used to copy source documents, United shall notify this Commission's Division of Auditing and Financial Analysis.

It is, therefore,

ORDERED by the Florida Public Service Commission that the petition by United Telephone Company of Florida for a waiver of Rule 25-4.020(3)(a), Florida Administrative Code, is granted. It is further

ORDERED that, unless a person whose interests are substantially affected by the action proposed herein files a petition in the form and by the date specified in the Notice of Further Proceedings or Judicial Review, this Order shall become final and this docket shall be closed on the following date.

By ORDER of the Florida Public Service Commission, this 4th day of February, 1994.

STEVE TRIBBLE, Acting Director
Division of Records and Reporting

(S E A L)

RJP

by: Kay Flynn
Chief, Bureau of Records

NOTICE OF FURTHER PROCEEDINGS OR JUDICIAL REVIEW

The Florida Public Service Commission is required by Section 120.59(4), Florida Statutes, to notify parties of any administrative hearing or judicial review of Commission orders that is available under Sections 120.57 or 120.68, Florida Statutes, as well as the procedures and time limits that apply. This notice should not be construed to mean all requests for an administrative hearing or judicial review will be granted or result in the relief sought.

The action proposed herein is preliminary in nature and will not become effective or final, except as provided by Rule 25-22.029, Florida Administrative Code. Any person whose substantial interests are affected by the action proposed by this order may file a petition for a formal proceeding, as provided by Rule 25-22.029(4), Florida Administrative Code, in the form provided by Rule 25-22.036(7)(a) and (f), Florida Administrative Code. This petition must be received by the Director, Division of Records and Reporting at his office at 101 East Gaines Street, Tallahassee, Florida 32399-0870, by the close of business on February 25, 1994.

In the absence of such a petition, this order shall become effective on the day subsequent to the above date as provided by Rule 25-22.029(6), Florida Administrative Code.

Any objection or protest filed in this docket ^{before} the issuance date of this order is considered abandoned unless it satisfies the foregoing conditions and is renewed within the specified protest period.

If this order becomes final and effective on the date described above, any party adversely affected may request judicial review by the Florida Supreme Court in the case of an electric, gas or telephone utility or by the First District Court of Appeal in the case of a water or wastewater utility by filing a notice of appeal with the Director, Division of Records and Reporting and filing a copy of the notice of appeal and the filing fee with the appropriate court. This filing must be completed within thirty (30) days of the effective date of this order, pursuant to Rule 9.110, Florida Rules of Appellate Procedure. The notice of appeal must be in the form specified in Rule 9.900(a), Florida Rules of Appellate Procedure.