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January 13, 2020

California Public Utilities Commission Division of Water and Audits Room 3102 505 Van Ness Avenue San Francisco, CA 94102-3298

# Advice Letter 283-W Great Oaks Water Company (U-162-W) To the California Public Utilities Commission

Great Oaks Water Company (Great Oaks) submits this Tier 1 compliance advice letter to implement changes in Tariff Rule Nos. 1, 5, 8, 10, and 11, as required by the Water Shutoff Protection Act, Health and Safety Code Section 116900 (often referred to as SB 998). The following tariff sheets implementing the Water Shutoff Protection Act are attached to this advice letter:

<b>CPUC Sheet Number</b>	Title	Canceling
893-W	Rule No. 1 DEFINITIONS	254-W
894-W	Rule No. 1 DEFINITIONS (continued)	255-W
895-W	Rule No. 5 SPECIAL INFORMATION REQUIRED ON FORMS	365-W

<b>CPUC Sheet Number</b>	Title	Canceling
	Rule No. 5	
896-W	SPECIAL INFORMATION	366-W
890-W	REQUIRED ON FORMS	300-W
	(continued)	
	Rule No. 5	
897-W	SPECIAL INFORMATION	367-W
897- <b>W</b>	REQUIRED ON FORMS	307-W
	(continued)	
898-W	Rule No. 8	368-W
876- W	NOTICES	300- VV
899-W	Rule No. 8	369-W
877-W	NOTICES (continued)	307- **
900-W	Rule No. 8	NEW
700-W	NOTICES (continued)	TVL
901-W	Rule No. 10	260-W
701-W	DISPUTED BILLS	200- **
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902-W	DISPUTED BILLS	261-W
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	Rule No. 11	
903-W	DISCONTINUANCE AND	370-W
	RESTORATION OF SERVICE	
	Rule No. 11	
904-W	DISCONTINUANCE AND	371-W
	RESTORATION OF SERVICE	371 ***
	(continued)	
	Rule No. 11	
905-W	DISCONTINUANCE AND	372-W
	RESTORATION OF SERVICE	
	(continued)	
	Rule No. 11	
906-W	DISCONTINUANCE AND	373-W
	RESTORATION OF SERVICE	
	(continued)	
907-W	Rule No. 11	
	DISCONTINUANCE AND	374-W
	RESTORATION OF SERVICE	
	(continued)	
	Rule No. 11	
908-W	DISCONTINUANCE AND	375-W
	RESTORATION OF SERVICE	
	(continued)	

<b>CPUC Sheet Number</b>	Title	Canceling
909-W	Rule No. 11 DISCONTINUANCE AND RESTORATION OF SERVICE (continued)	596-W
910-W	Rule No. 11 DISCONTINUANCE AND RESTORATION OF SERVICE (continued)	377-W
911-W	Rule No. 11 DISCONTINUANCE AND RESTORATION OF SERVICE (continued)	NA
912-W	Rule No. 11 DISCONTINUANCE AND RESTORATION OF SERVICE (continued)	NA

### Summary

The purpose of this Advice Letter is to implement the Water Shutoff Protection Act provisions pertaining to Great Oaks' customers and operations. On December 10, 2019, Bruce DeBerry, Program Manager for the Commission's Water Division, issued a letter to all water utilities with more than 200 service connections which provided instructions for conforming tariff rules pursuant to Senate Bill 998, the Water Shutoff Protection Act, as now set forth in Health and Safety Code Section 116900. This filing is in accord with Mr. DeBerry's instructions.

As indicated in Mr. DeBerry's letter, a copy of which is attached hereto as Exhibit A:

The Water Shutoff Protection Act provides additional procedural protections and expands upon the procedural safeguards contained in the Public Utilities Code and provided for in the water utility Tariff Rules as it relates to utility service disconnections. This necessitates amendments and edits to various Tariff Rules, including: Rule 1 – Definitions; Rule 5 – Special Information Required on Forms; Rule 8 – Notices; Rule 10 – Disputed Bills; and Rule 11 – Discontinuance and Restoration of Service. Compliance with the Water Shutoff Protection Act for Commission-jurisdictional water utilities serving more than 200 service connections is mandated by February 1, 2020.

The California Water Association along with a number of Class A water utilities have worked to edit the Tariff Rules to bring the language in conformance with the requirements of the Water Shutoff Protection Act. Enclosed with this letter

are both clean and redline versions of the above Tariff Rules showing the changes, both additions and deletions, that are required to the existing Tariff Rules.

Great Oaks has incorporated all of the required changes to Tariff Rule Nos. 1, 5, 8, 10, and 11 into the proposed tariff sheets attached to this Advice Letter.

### Tier Designation

Pursuant to General Order 96-B, Water Industry Rule 7.3.1(3), this is a Tier 1 compliance advice letter.

### Requested Effective Date

Great Oaks requests that the effective date of the tariff sheets be February 1, 2020, the effective date of the Water Shutoff Protection Act.

#### Notice

No additional notice is required for this Advice Letter, as there is no impact on water rates.

### Response or Protest

Anyone may protest and respond to this advice letter. A response supports the filing and may contain information that proves useful to the Commission in evaluating the advice letter. A protest objects to the advice letter in whole or in part and must set forth specific grounds on which it is based. These grounds may be based upon the following:

- (1) The utility did not properly serve or give notice of the advice letter; or
- (2) The relief requested in the advice letter would violate a statute or Commission order, or is not authorized by statute or Commission order on which the utility relies; or
- (3) The analysis, calculations, or data in the advice letter contain material error or omissions; or
- (4) The relief requested in the advice letter is pending before the Commission in a formal proceeding; or
- (5) The relief requested in the advice letter requires consideration in a formal hearing, or is otherwise inappropriate for the advice letter process; or
- (6) The relief requested in the advice letter is unjust, unreasonable, or discriminatory (provided that such a protest may not be made where it would require re-litigating a prior order of the Commission).

Any protest or response must be made in writing or by electronic mail and must be received by the Commission's Division of Water and Audits within 20 days of the date this advice letter is filed. The advice letter process does not provide for any protests,

responses or other comments, except for a reply by Great Oaks, after the 20-day comment period expires. The address for mailing or delivering a protest or response is:

Tariff Unit, Division of Water and Audits, 3rd floor California Public Utilities Commission, 505 Van Ness Avenue, San Francisco, CA 94102 water\_division@cpuc.ca.gov

On the same date any protest or response is submitted to the Water Division, the protesting or responding person, entity or party must serve a copy of the protest or response on Great Oaks addressed to:

Timothy S. Guster Great Oaks Water Co. PO Box 23490 San Jose, CA 95153

Telephone: (408) 227-9540 Facsimile: (408) 227-7126

Email: tguster@greatoakswater.com

Great Oaks Water Company

/s/

Timothy S. Guster General Counsel Legal and Regulatory Affairs

cc: Richard Rauschmeier, California Public Advocates Office (by email)

### **VERIFICATION**

I am an officer of the Great Oaks Water Company, and am authorized to make this verification on its behalf. The statements in the foregoing document, Great Oaks Water Co.'s Advice Letter 283-W, are true of my own knowledge, except as to matters which are therein stated on information and belief, and as to those matters I believe them to be true.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on January 13, 2020 at San Jose, California.

\_\_\_\_\_\_/s/\_ Timothy S. Guster

#### **Certificate of Service**

I hereby certify that I have this day served a copy of Great Oaks Water Co.'s Advice Letter 283-W on the parties listed on the following Distribution List by mailing a properly addressed copy by first class mail with postage prepaid or by email, as indicated.

Executed on January 13, 2020 at San Jose, California.

# Great Oaks Water Co. Distribution List

Municipal Water System City of San Jose 3025 Tuers Road San Jose, CA 95121

Safe Drinking Water Office Department of Water Resources 1416 9th Street, Room 804 Sacramento, CA 95814

Santa Clara Valley Water District 5750 Almaden Expressway San Jose, CA 95118

Richard Rauschmeier California Public Advocates Office California Public Utilities Commission 505 Van Ness Avenue San Francisco, CA 94102

Legal Division California Public Utilities Commission 505 Van Ness Avenue San Francisco, CA 94102-3214 County Clerk County of Santa Clara 70 W. Hedding Street San Jose, CA 95110

Office of Regulatory Affairs California Water Service Company 1720 North First Street San Jose, CA 95112 (via email)

Water Division California Public Utilities Commission 505 Van Ness Avenue San Francisco, CA 94102 (via email)

Regulatory Affairs San Jose Water Company 110 West Taylor Street San Jose, CA 95156

# Great Oaks Water Company Advice Letter 283-W

Exhibit A Water Division Letter December 10, 2019

# PUBLIC UTILITIES COMMISSION

505 VAN NESS AVENUE SAN FRANCISCO, CA 94102-3298



December 10, 2019

SUBJECT: Requirements Conforming Tariff Rules Pursuant to Senate Bill 998

TO: All Water Utilities With More Than 200 Service Connections

Senate Bill 998 adding Chapter 6, Discontinuance of Residential Service, commencing with Section 116900 of the Health and Safety Code was signed into law in September 2018 and is referred to as the Water Shutoff Protection Act. Senate Bill 998 can be accessed through the following web link: <a href="http://leginfo.legislature.ca.gov/faces/billNavClient.xhtmi?bill\_id=201720180SB998">http://leginfo.legislature.ca.gov/faces/billNavClient.xhtmi?bill\_id=201720180SB998</a>

The Water Shutoff Protection Act provides additional procedural protections and expands upon the procedural safeguards contained in the Public Utilities Code and provided for in the water utility Tariff Rules as it relates to utility service disconnections. This necessitates amendments and edits to various Tariff Rules, including: Rule 1 – Definitions; Rule 5 – Special Information Required on Forms; Rule 8 - Notices; Rule 10 – Disputed Bills; and Rule 11 - Discontinuance and Restoration of Service. Compliance with the Water Shutoff Protection Act for Commission-jurisdictional water utilities serving more than 200 service connections is mandated by February 1, 2020.

The California Water Association along with a number of Class A water utilities have worked to edit the above Tariff Rules to bring the language in conformance with the requirements of the Water Shutoff Protection Act. Enclosed with this letter are both clean and redline versions of the above Tariff Rules showing the changes, both additions and deletions, that are required to the existing Tariff Rules.

All water utilities serving more than 200 service connections will need to file a Tier 1 compliance advice letter in compliance with General Order 96-B, Water Industry Rule 7.3.1(3), to implement the changes shown in the enclosed Tariff Rules 1, 5, 8, 10, and 11 no later than January 27, 2020 to meet the effective date of February 1, 2020. Any questions regarding this letter should be directed to Jim Boothe at 415-703-1748, or JB5 @cpuc.ca.gov for Class A utilities, or Moises Chavez at 415-703-2805, or MCV @cpuc.ca.gov., for Class B, C or D (if more than 200 connections) water utilities.

11/1

Bruge DeBerry, Program Manager

Water Division

Enclosures (10)

# Great Oaks Water Company Advice Letter 283-W

**Proposed Tariff Sheets** 

# RULE NO. 1 DEFINITIONS

Applicant: The person, association, corporation or governmental agency applying for water service.

Business Service: Provision of water for use in connection with commercial premises devoted primarily to operations for profit including offices, stores, markets, apartments, hotels, motels, automobile trailer parks or courts, service stations and the like.	
Commercial Service: Provision of water to residential premises or business premises.	
<u>Customer</u> : Any person, association, corporation or governmental agency supplied or entitled to be supplied with water service. However, account information can only be discussed with the Customer of Record or their authorized representative.	(C)   (C)
<u>Customer of Record</u> : The person, association, corporation or governmental agency who is obligated to pay the water bill.	(N) (N)
<u>Date of Presentation:</u> The date upon which a bill or notice is mailed or delivered by the utility to the Customer of Record.	(T)
Disabled Customer: Any residential customer whose certified health or physical condition may qualify her or him for special consideration. Proof of disability must be by certification from any internist, general practitioner, obstetrician-gynecologist, pediatrician, family practice physician, nonphysician medical practitioner, or any primary care clinic, rural health clinic, community clinic or hospital outpatient clinic currently enrolled in the Medi-Cal program, which agrees to provide case management to Medi-Cal beneficiaries as defined in subparagraph (A) of paragraph (1) of subdivision (b) of Section 14088 of the Welfare and Institutions Code.	(N)
Electronic Transfer: Paperless exchange of data and /or funds, usually involving computer and telecommunications technology.	(N)
Flat Rate Service: Service for which the charges are based upon the types and number of units served.	, ,
Industrial Service: Provision of water to industrial premises where the water is used primarily in manufacturing or processing activities.	
Irrigation Service: Provision of water for commercial agricultural, floricultural or horticultural use and billed under distinct irrigation rates.	(T)
Main Extension: The extension of water distribution mains beyond existing facilities in accordance with the provisions of the rule applicable to main extensions filed as part of these tariff schedules.	

(To be inserted by utility)	Issued by	(To be inserted by Cal. P.U.C.)	
Advice Letter No. 283-W	Timothy S. Guster	Date Filed	
	NAME		
Decision No.	Vice President and General Counsel	Effective	
	TITLE		
	Decisio	on/Resolution No	

Canceling Revised Cal. P.U.C. Sheet No. 894-W Revised Cal. P.U.C. Sheet No. 255-W

RULE NO. 1 DEFINITIONS (Continued)	
Metered Service: Service for which the charges are computed on the basis of measured quantities of water.	
Occupant: Any adult person demonstrably residing on premises actively served by the utility. However, account information can only be discussed with the Customer of Record or their authorized representative.	(N)   (N)
Older Adult Customer: Any residential customer who is age 62 or over.	(N)
Premises: The integral property or area, including improvements thereon, to which water service is, or is to be, provided.	
Public Utilities Commission: In these rules the word "Commission" or words "Public Utilities Commission" shall be construed to mean the California Public Utilities Commission.	
Residential Service: Water service to a residential connection that includes single-family residences, multifamily residences, mobilehomes, including, but not limited to, mobilehomes in mobilehome parks, or farmworker housing.	(N)   (N)
Service Address: Address of the property to which water service is provided.	(N)
Service Connection: The point of connection of the customer's piping or ditch with the meter, service pipe or ditch owned by the utility.	
Service Pipe: The connection between the utility's mains and the service connection, including all the pipe, fittings and valves necessary to make the connection.	
Tariff Schedules or Tariff Schedule Book: The entire body of effective rates, rentals, charges, rules, and sample forms collectively, as set forth herein.	
Tariff Sheet: An individual sheet of the tariff schedule book.	
Utility: The public utility named herein.	
	-

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(N)

(N)

# RULE NO. 5 SPECIAL INFORMATION REQUIRED ON FORMS

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/\	Contracte	Hack	1 contract :	tor.	CATTICA	XX71	COntail	า ตาบ	actant	$\alpha$	7 th	a to	HAWING	nrouteione	•
$\overline{}$	Contracts.	1 7001	LCOHUACL	111	SCI VILL	wiii	COMMAN	1 2011	n	an			HOW HIS	DIOVISIONS	

- 1. Unless exempted by the Public Utilities Commission:
  - "This contract shall at all times be subject to such changes or modification by the Public Utilities Commission of the State of California as said Commission may, from time to time, direct in the exercise of its jurisdiction."
- 2. Unless otherwise not required by the Public Utilities Commission:
  - "It is the understanding of the parties to this contract that it shall not become effective until the authorization of the Public Utilities Commission of the State of California has been first obtained."
- B. <u>Bill for Service</u>. On each bill for service will be printed substantially the following language:
  - "This bill is due and payable upon date of presentation. It will become past due if not paid within 19 days from the date of mailing."
  - "If you believe there is an error on your bill or have a question about your service, please call Customer support at 800-999-4033. We welcome the opportunity to assist you.
  - "If after contacting us, you are still not satisfied with the company's response, you may submit a complaint to the California Public Utilities Commission (CPUC) by visiting http://www.cpuc.ca.gov/complaints/. Billing and service complaints are handled by the CPUC's Consumer Affairs Branch (CAB), which can be reached by the following means if you prefer not to submit your complaint online:

**Telephone**: 1-800-649-7570 (8:30 AM to 4:30 PM, Monday through Friday) **Mail:** California Public Utilities Commission, Consumer Affairs Branch, 505 Van Ness Avenue, Room 2003, San Francisco, CA 94102

If you have limitations hearing or speaking, dial 711 to reach the California Relay Service, which is for those needing direct assistance relaying telephone conversations, as well their friends, family, and business contacts.

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Decision No.	Vice President and General Counsel	Effective
	TITLE	
	Decisio	on/Resolution No.

Canceling

Revised Cal. P.U.C. Sheet No. 896-W Revised Cal. P.U.C. Sheet No. 366-W

# RULE NO. 5 SPECIAL INFORMATION REQUIRED ON FORMS

(continued)

### B. Bill for Service (Continued)

If you prefer having your calls immediately answered in your mode of communication dial one of the toll-free language-specific numbers below to be routed to the California Relay Service provider.

Type of Call	Language	Toll-free 800 Number
TTTV TYGO TYGO		- 10/
TTY/VCO/HCO to Voice	English	1-800-735-2929
	Spanish	1-800-855-3000
Voice to TTY/VCO/HCO	English	1-800-735-2922
Voice	Spanish	1-800-855-3000
From or to Speech-to-Speech	English	1-800-854-7784
	Spanish	

To avoid having service turned off while you wait for the outcome of a complaint to the CPUC **specifically regarding the accuracy of your bill**, please contact CAB for assistance. If your case meets the eligibility criteria, CAB will provide you with instructions on how to mail a check or money order to be impounded pending resolution of your case. You must continue to pay your current charges while your complaint is under review to keep your service turned on.

The Commission will not, however, accept deposits when the dispute appears to be over matters that do not directly relate to the accuracy of the bill. Such matters include the quality of a utility's service, general level of rates, pending rate applications and sources of fuel or power."

C. Discontinuance of Service for Nonpayment – Notice. Every written notice of	(N)
discontinuance of service for non-payment of bills shall include all of the following	
information:	

- 1. The name and address of the customer whose account is delinquent.
- 2. The amount of delinquency.
- 3. The date by which payment or arrangements for payment is required in order to avoid discontinuance.
- 4. A description of the process to apply for an extension of time to pay delinquent charges
- 5. The procedures to petition for bill review and appeal to the Commission. (continued)

(]	N)

(N)

	(To be inse	erted by Cal. P.U.C.)
	Date Filed	
Counsel	Effective _	

	NAME
Decision No.	Vice President and General C

(To be inserted by utility)

Advice Letter No. 283-W

Issued by

Timothy S. Guster

Canceling Revised Cal. P.U.C. Sheet No. 897-W
Revised Cal. P.U.C. Sheet No. 367-W

# **RULE NO. 5**

	SPECIAL INFORMATION REQUIRED ON FORMS			
		(continued)		
C.	Discontinu	nance of Service for Nonpayment – Notice. (Continued)	(N)	
	date), i	rocedure by which the customer may request a deferred (paying at a later reduced (spreading payments out over an agreed upon period of time not to 12 months), or some other alternative payment schedule, including an zation of the unpaid charges.	(N)   (N)	
		ocedure for the customer to obtain information on the availability of financial nce, including private, local, state, or federal sources, if applicable.	(T)	
	8. The na provid	ame, address, and telephone number of a representative of the utility who can e additional information and assist customers in continuing service or in g arrangements for payment.	(T)	
	9. The te	lephone numbers of the Commission (Consumer Affairs Branch) (800) 649- or TTY (800) 735-2929/22 English or (800) 855-3000 Spanish or (800) 854- o which inquiries by the customer may be directed.		
	detached s permanent is listed by	1 Customers. Where water service is provided to residential occupants in a ingle-family dwelling, multi-unit residential structure, mobilehome park, or residential structures in a labor camp, where the owner, manager or operator the utility as the customer of record but is not the occupant, the notice of ance shall further include:	(N)     (N)	
	a. b.	The date on which service will be discontinued.  What the occupants are required to do in order to prevent the discontinuance or to reestablish service.		
	c. d.	The estimated monthly cost of service (where service is master-metered).  The address and telephone number of a legal services project, as defined in Section 6213 of the Business and Professions Code, which has been recommended by the local county bar association, which will assist the	(N)	
		occupants (where service is master-metered).	(N)	

(To be inserted by utility)	Issued by	(To be inserted by Cal. P.U.C.)
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Decision No.	Vice President and General Counsel	Effective
	TITLE	

## RULE NO. 8 NOTICES

A.	Notice	to	Customers

1. <u>In Writing</u>. Notice to a customer will normally be in writing. Depending on the type of notice, written notice will either be delivered or mailed to the customer's last known address, except as otherwise specified by the utility's tariffs.

(T)

(T)

- 2. Exception. In emergencies or when circumstances warrant, the utility, where feasible, will endeavor to promptly notify the customer affected and may make such notification orally, either in person or by telephone.
- 3. Notice of Discontinuance of Residential Water Service for Nonpayment.

(N)

- a. The utility shall contact the residential customer of record at least 10 days prior to discontinuance by telephone or written notice.
  - (1) Written notice shall be mailed to the address of the customer of residence to which the residential service is provided. If the customer's address is not the address of the property to which residential service is provided, the notice also shall be sent to the service address with "Occupant" as the addressee. The notice shall include the information prescribed in Rule No. 5. C.
  - (2) Telephone notice shall be to the customer named on the account. In providing such notice by telephone, the utility shall offer to: (i) provide customer with a written copy of the utility's policy on discontinuation of service due to nonpayment; and (ii) discuss options available to customer to avert discontinuance including alternative payment schedules, deferred payments, minimum payments, procedures for requesting amortization of the unpaid balance, and procedures to petition for bill review and appeal.
  - (3) If the utility is unable to make contact with the customer or an adult occupying the residence by telephone, and written notice is returned as undeliverable, the utility will make a good faith effort to visit the residence and leave (or make other arrangements for placement in a conspicuous place) a notice as prescribed herein, along with a written copy of the utility's policy on discontinuation of service for nonpayment.

(N)

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Revised Cal. P.U.C. Sheet No. 899-W Canceling Revised Cal. P.U.C. Sheet No. 369-W

# RULE NO. 8 NOTICES

٨	Matina	Customers	(
A.	Notice to	Customers	(continuea)

- 3. Notice of Discontinuance of Residential Water Service for Nonpayment (continued). (N)
  - b. The utility shall contact the residential occupants of a detached single-family dwelling, multi-unit residential structure, mobilehome park, or permanent residential structures in a labor camp, where the owner, manager, or operator is listed by the utility as the customer of record, as follows:
  - (1) Where individually metered water service is provided, the utility will make every good faith effort to inform the occupants by means of a notice at least 10 days prior to any discontinuance, when the account is in arrears, that service will be discontinued. In addition to including the information prescribed in Rule No. 5, the notice will inform the occupants that, if the utility's verification and other requirements are met, they have the right to become a customer, to whom the service will then be billed, without being required to pay any amount which may be due to the delinquent account.
  - (2) Where master metered service is provided, the written notice will be at least 15 days prior to discontinuance of service. The notice will be posted on the door of each residential unit. If it is not reasonable or practical to post the notice on the door of each residential unit, the utility will post two copies of the notice in each accessible common area and at each point of access to the structure or structures.
  - (3) Notice to occupants shall be independent of, and in addition to, other notice(s) as may be prescribed in the utility's tariffs.
  - c. All notices of discontinuance for nonpayment relating to residential services will be in English, the languages listed in Section 1632 of the Civil Code, and any other language spoken by 10 percent or more of the customers in the utility's service area. The notice will include the information prescribed in Rule No. 5.C.
  - d. Procedures for the discontinuance and restoration of service are specified in Rule No. 11.
- 4. Notice of Discontinuance of All Other Services (Nonresidential) for Nonpayment. The utility shall make a reasonable attempt to contact: (i) the customer of record by mailing a separate notice at least 10 days prior to discontinuance, or (ii) an adult person on the customer's premises by telephone or in person at least 24 hours prior to any discontinuance.

(continued)

(N)

(To be inserted by utility)	Issued by	(To be inserted by Cal. P.U.C.)
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Original Cal. P.U.C. Sheet No. 900-W Cal. P.U.C. Sheet No. \_\_\_\_

RULE NO.	8
NOTICES	

- A. Notice to Customers (continued)
- 5. Discontinuance of Service for Reasons Other Than Nonpayment. The utility may discontinue service for reasons not related to payment. Rule No. 11 provides additional examples of circumstances resulting in discontinuation of service and related notice, if any, associated with the specific situation.
- 6. <u>Third-Party Notification</u>. Notice of availability of third-party notification shall be given annually to all residential customers.
- B. Notice from Customers
- 1. A customer may make notification in person, by telephone or by letter to the utility at its commercial office, or to an authorized representative of the utility.
- 2. Customers who wish to qualify for consideration under Rule No. 11.B.1.e. must have presented evidence to the utility establishing their status.
- 3. Older Adult or disabled customers who desire third-party notification must so inform the utility with certification of status and with a letter from the third party accepting the responsibility.
- 4. Proof of age must be supported by certificate of birth, driver's license, passport or other reliable document. Proof of handicap must be by certification from a licensed physician, public health nurse or social worker.

(N)

(N)

(To be inserted by utility)	Issued by	(To be inserted by Cal. P.U.C.)
Advice Letter No. 283-W	Timothy S. Guster	<b>Date Filed</b>
	NAME	
Decision No.	Vice President and General Counsel	Effective
	TITLE	

Canceling

Revised Cal. P.U.C. Sheet No. <u>901-W</u> Revised Cal. P.U.C. Sheet No. <u>260-W</u>

## RULE NO. 10 DISPUTED BILLS

#### A. Correctness of Bill

Any customer (or adult occupant of a residential service address) who has initiated a complaint to the utility or requested an investigation by the utility within five days of receiving a contested bill shall be given an opportunity for review of such complaint or investigation by a review manager of the utility. The review shall include consideration of whether the customer should be permitted to amortize the unpaid balance of her or his account over a reasonable period of time. (T)

### B. Notice of Deposit to Avoid Discontinuance

If an explanation satisfactory to the customer is not made by the utility and the bill is not paid within 19 days after its presentation or at the time the explanation is made, whichever is longer, the utility will notify the customer in writing substantially as follows:

1. To avoid discontinuance of service, in lieu of paying the bill in question, the residential customer within 15 days and the nonresidential customer within 7 days of the date of this notice, may deposit with the California Public Utilities Commission, Consumer Affairs Branch, 505 Van Ness Avenue, Room 2003, San Francisco, California 94102 the amount of the bill claimed by the utility to be due.

#### C. Commission Appeal

When a customer and the utility fail to agree on a bill for service:

- 1. To avoid discontinuance of service, in lieu of paying the disputed bill the customer may deposit, with the California Public Utilities Commission, Consumer Affairs Branch, 505 Van Ness Avenue, Room 2003, San Francisco, California 94102, the amount claimed by the utility to be due.
- 2. Checks or other forms of remittance for such deposit should be made payable to the California Public Utilities Commission and should be accompanied with the bill in question and a statement setting forth the basis for the dispute of the amount of the bill.
- 3. Upon receipt of the deposit, the bill and the customer's statement of the dispute, the Commission will notify the utility, will review the basis of the billed amount, and will advise both parties of its findings and disburse the deposit in accordance therewith.

(To be inserted by utility) Advice Letter No. 283-W	Issued by Timothy S. Guster	(To be inserted by Cal. P.U.C.)  Date Filed
	NAME	
Decision No.	Vice President and General Counsel	<b>Effective</b>
	TITLE	
	Decisio	on/Resolution No.

Canceling Revised Cal. P.U.C. Sheet No. 902-W
Original Cal. P.U.C. Sheet No. 261-W

	RULE NO. 10 DISPUTED BILLS		
C. Commission A  4. Service will	appeal (Continued)  not be discontinued for nonpayment of	the disputed bill when	(D)
deposit has been pending the ou	en made with the Commission (Consument of the Commission's review.	er Affairs Branch),	
discontinuance discontinuance		10.B.1. will warrant	(T)
which the cust Commission th additional bills	ompletion of the Commission's review, a omer wishes to dispute, she or he shall a ne additional amounts claimed by the uti is before they become past due and failure to of her or his service in accordance with	also deposit with the lity to be due for such e to do so will warrant	(T)
uiscontinuance	e of her of his service in accordance with	rade No. 11.	(T)
(To be inserted by utility)	Issued by	(To be inserted by Cal. P.	U.C.)

(To be inserted by utility)	issuea by	(To be inserted by Cal. P.U.C.)
Advice Letter No. 283-W	Timothy S. Guster	Date Filed
	NAME	
Decision No.	Vice President and General Counsel	Effective
	TITLE	

# RULE NO. 11 DISCONTINUANCE AND RESTORATION OF SERVICE

A. Customer's Request for Discontinuance of Service	A.	Customer?	's Request	for Dis	scontinuance	of	Servi	ce
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(N)

- 1. A customer may have service discontinued by giving not less than two days' advance notice thereof to the utility. Charges for service may be required to be paid until the requested date of discontinuance or such later date as will provide not less than the required two days' advance notice.
- 2. When such notice is not given, the customer may be required to pay for service until two days after the utility has knowledge that the customer has vacated the premises or otherwise has discontinued water service.
- B. Discontinuance of Service by Utility
  - 1. For Nonpayment of Bills
  - a. <u>Past-Due Bills</u>. When bills are rendered monthly or bimonthly, they will be considered past due if not paid within 19 days from the date of mailing.
    - (1) Residential Service. For purposes of this rule, residential service means water service to a residential connection that includes single-family residences, multifamily residences, mobilehomes, including, but not limited to, mobilehomes in mobilehome parks, or farmworker housing. When bills are rendered monthly or bimonthly, they will be considered past due if not paid within 19 days from the date of mailing. The utility shall allow every residential customer a total of 79 days from the date of mailing its bill for services, postage prepaid, to make payment of the bill prior to discontinuance of service. The utility shall not discontinue residential service for nonpayment of a delinquent account unless the utility first gives notice of the delinquency and impending discontinuance, in conformance with Rule No. 8.A.3., which establishes notice periods ranging from 7 to 15 days, depending on the occupancy type. The utility will provide notices timely to ensure that the applicable notice period is included in the total 79-day period referenced above and does not provide additional time to pay.
    - (2) All Other Service. The utility shall not discontinue nonresidential service for nonpayment of a delinquent account unless the utility first gives notice of the delinquency and impending discontinuance in conformance with Rule No. 8.A.4.

(N)

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Decision No.	Vice President and General Counsel	Effective	
	TITLE		
	Decision	on/Resolution No.	

# RULE NO. 11 DISCONTINUANCE AND RESTORATION OF SERVICE

B. Discontinuance of Serv	ices by Utility	(Continued)
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1. For Nonpayment of Bills (Continued)

(N)

- b. When a bill for water service has become past due and a discontinuance of service notice for nonpayment has been issued, service may be discontinued if bill is not paid in full (or alternative payment arrangements acceptable to the utility have not been made) within the time required by such notice. The customer's service, however, will not be discontinued for nonpayment until the amount of any deposit made to establish credit for that service has been fully absorbed.
- c. Petition for Utility Review.
- (1) Any customer (or adult occupant of a residential service address) may petition the utility for review of a bill for water service in accordance with Rule Nos. 5 and 10.
- (2) Such customer shall not have the water service discontinued for nonpayment during the pendency of an investigation by the utility of a complaint or request and shall be given an opportunity for review of the complaint, investigation, or request by a review manager of the utility, if:
  - (i) The customer who has initiated a billing complaint or requested an investigation within 5 days of receiving a disputed bill, or
  - (ii) Before discontinuance of service, the customer made payment arrangements for a bill asserted to be beyond the means of the customer to pay in full within the normal period for payment.
- (3) The review shall include consideration of whether a customer shall be permitted to make installment payments on any unpaid balance of the delinquent account over a reasonable period of time, not to exceed 12 months.

Such service shall not be discontinued for nonpayment for any customer complying with an installment payment agreement entered into with the utility, provided the customer also keeps current her or his account for water service as charges accrue in each subsequent billing period.

If a customer fails to comply with an installment payment agreement the utility will give a discontinuance of service notice no less than 5 business days before discontinuing such service, but such notice shall not entitle the customer to further investigation or alternative payment arrangements by the utility.

(N)

(To be inserted by utility)	Issued by	(To be inserted by Cal. P.U.C.)
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	NAME	
Decision No.	Vice President and General Counsel	Effective
	TITLE	
	Decisio	n/Resolution No.

# Canceling

RULE NO. 11	
DISCONTINUANCE AND RESTORATION OF SERVI	CE

В.	Discontinuance of Serv	ices by Utility (Continued)		(N)
	1. For Nonpayment of	f Bills (Continued)		
	address) whose cor has resulted in a de occupant, may appo Nos. 5 and 10 (incl Any such appeal of the Commission's l appeal filed and dil	mission. Any customer (or adult occupand plaint or request for an investigation petermination by the utility adverse to such eal the determination to the Commission uding depositing the disputed amount with the disputed bill to the Commission should be of Practice and Procedure. Writtingently pursued with the Commission we residential water service during the office and procedure.	cursuant to subdivision (c) ch customer or adult in in accordance with Rule with the Commission). It is in accordance with en documentation of an will prevent	
	e. Residential Health	and Safety Exception.		
		atial water customer will not be disconting establishes to the satisfaction of the units are met:		
	defined by the Wat water service will b	ustomer submits certification from a preer Shutoff Protection Act, that disconting the life threatening to, or pose a serious to of the premises where residential services.	nuation of residential hreat to the health and	
	gynecologist, pedia practitioner, or prin outpatient clinic. A or certified nurse-n nurse practitioner p	certification from any internist, general strician, family practice physician, nonpositive care clinic, rural health clinic, come "nonphysician medical practitioner" indiwife performing services under physician medical practition with the performing services in collaboration with the performance of the performance	ohysician medical amunity clinic or hospital neans a physician assistant nician supervision, or a h a physician. (See	(N)
		(continued)		
(To be	e inserted by utility) o. 283-W	Issued by Timothy S. Guster NAME	(To be inserted by Cal. P.U. Date Filed	
Decision No.		Vice President and General Counsel TITLE	Effective	
		Decision	on/Resolution No	

**RULE NO. 11** DISCONTINUANCE AND RESTORATION OF SERVICE

<ol> <li>For Nonpayment of Bills (Continued)</li> <li>Residential Health and Safety Exception. (Continued)</li> <li>(ii) The residential customer demonstrates that she or he is financially unable to pay for residential service within the urban and community water system's normal billing cycle. The customer shall be deemed financially unable to pay for residential service within the urban and community water system's normal billing cycle if any</li> </ol>	
(ii) The residential customer demonstrates that she or he is financially unable to pay for residential service within the urban and community water system's normal billing cycle. The customer shall be deemed financially unable to pay for residential service within the urban and community water system's normal billing cycle if any	
for residential service within the urban and community water system's normal billing cycle. The customer shall be deemed financially unable to pay for residential service within the urban and community water system's normal billing cycle if any	
member of the customer's household is a current recipient of CalWORKs, CalFresh, general assistance, Medi-Cal, Supplemental Security Income/State Supplementary Payment Program, or California Special Supplemental Nutrition Program for Women, Infants, and Children, or the customer declares that the household's annual income is less than 200 percent of the federal poverty level; and,	
(iii) The residential customer is willing to enter into an amortization agreement, alternative payment schedule, or a plan for deferred or reduced payment.	
(2) If all three of the above conditions are met, the utility shall offer the customer one or more of the following options:	
<ul> <li>a. Amortization of the unpaid balance.</li> <li>b. Participation in an alternative payment schedule.</li> <li>c. A partial of full reduction of the unpaid balance financed without additional charges to other ratepayers.</li> <li>d. Temporary deferral of payment.</li> </ul>	
(3) The utility may choose which of the payment options the customer undertakes and may set the parameters of that payment option. The repayment option offered should result in repayment of any remaining outstanding balance within 12 months.	
(4) Notwithstanding the above, residential service may be discontinued to any customer meeting the conditions above who:	(N)
(continued)	
(To be inserted by utility)  Advice Letter No. 283-W  Timothy S. Guster  NAME  (To be inserted by Cal. P.U.  Date Filed  NAME	

		RULE NO. 11 DISCONTINUANCE AND RESTORATION OF SERVICE	
B.	Dis	scontinuance of Services by Utility (Continued)	N)
	1.	For Nonpayment of Bills (Continued)	
	e.	Residential Health and Safety Exception. (Continued)	
		(i) Does not agree to or comply with an amortization agreement, an alternative payment schedule, or a plan for deferred or reduced payment after incurring delinquent charges for 60 days or more,	
		OR	
		(ii) After agreeing to an amortization agreement, an alternative payment schedule, or a plan for deferred or reduced payment for delinquent charges, the customer does not pay her or his current residential service charges for 60 days or more.	
		Notice of discontinuation for either of these reasons will be posted in a prominent and conspicuous location no less than 5 business days before discontinuing such service, but such notice shall not entitle the customer to further investigation or alternative payment arrangements by the utility.	
	f.	Other Disconnection Terms. A customer's residential service may be discontinued for nonpayment of a bill for residential service previously rendered her or him at any location served by the utility.	
		A nonresidential service may be discontinued for nonpayment of a bill for residential as well as nonresidential service previously rendered her or him at any location served by the utility.	
		The discontinuance of service notice as set forth in subdivision (b) will be given in both cases stated above before discontinuance of service takes place.	
		Residential services will not, however, be discontinued for nonpayment of bills for separate nonresidential service.	
	g.	· ·	(N)
		(continued)	
To be	inse	rted by utility)	

Timothy S. Guster Date Filed \_\_\_\_\_ **Advice Letter No. 283-W NAME** Decision No. Vice President and General Counsel Effective \_\_\_\_\_ TITLE Decision/Resolution No.

# RULE NO. 11 DISCONTINUANCE AND RESTORATION OF SERVICE

B.	Discontinuance	of Services by	v Utility (	(Continued
<b>D</b> .	Discontinuance	OI DOI VICOS O	y Cumity	Commune

(N)

- 1. For Nonpayment of Bills (Continued)
- h. Where the owner, manager, or operator of the dwelling, structure, or park is listed by the utility as the customer of record, and water service is provided to residential occupants in a detached single-family dwelling, a multi-unit residential structure, mobilehome park, or permanent residential structure in a labor camp the utility will make every good faith effort to inform the residential occupants, by written notice in conformance with Rule No. 8.A.3.b.
  - (1) Where said occupants are individually metered.

The utility is not required to make service available to these occupants unless each user agrees to the terms and conditions of service and meets the requirement of the law and the utility's rules and tariffs.

However, if one or more occupants are willing and able to assume responsibility for subsequent charges by these occupants to the account to the satisfaction of the utility, or if there is a practical physical means, legally available to the utility of selectively providing services to these occupants who have met the requirements of the utility's rules and tariffs, the utility will make service available to these occupants.

For these selected occupants establishment of credit may be as prescribed in Rule No. 6, except that where prior service for a period of time is a condition for establishing credit with the utility, proof that is acceptable to the utility of residence and prompt payment of rent or other credit obligation during that period of time is a satisfactory equivalent.

(2) Where said occupants are master metered.

The utility is not required to make service available to these occupants unless each occupant agrees to the terms and conditions of service, and meets the requirements of the law and the utility's rules and tariffs and the following:

The same Rule No. 11, item B.1.h. (1) above which applies to individually metered occupants also applies to master metered occupants, except a representative may act on the behalf of a master metered occupant, and the utility will not discontinue service in any of the following situations:

(a) During the pendency of an investigation by the utility of a master-meter customer dispute or complaint.

(N)

(To be inserted by utility)	Issued by	(To be inserted by Cal. P.U.C.)
Advice Letter No. 283-W	Timothy S. Guster	Date Filed
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	TITLE	
	Decisio	on/Resolution No

<ul> <li>B. Discontinuance of Services by Utility (Continued)  1. For Nonpayment of Bills (Continued)  (b) When the master-metered customer has been granted an extension of the period for repayment of a bill.  (c) For an indebtedness owed by the master-metered customer to any other person or corporation or when the obligation represented by the delinquent account or any other indebtedness was incurred with a person or corporation other than the utility demanding payment therefor.  (d) When a delinquent account relates to another property owned, managed, or operated by the master-metered customer.</li> </ul>			RULE NO. 11 DISCONTINUANCE AND RESTORATION OF SERVICE
<ul> <li>(b) When the master-metered customer has been granted an extension of the period for repayment of a bill.</li> <li>(c) For an indebtedness owed by the master-metered customer to any other person or corporation or when the obligation represented by the delinquent account or any other indebtedness was incurred with a person or corporation other than the utility demanding payment therefor.</li> <li>(d) When a delinquent account relates to another property owned, managed, or operated</li> </ul>	)	(N)	B. Discontinuance of Services by Utility (Continued)
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corporation or when the obligation represented by the delinquent account or any other indebtedness was incurred with a person or corporation other than the utility demanding payment therefor.  (d) When a delinquent account relates to another property owned, managed, or operated			
			corporation or when the obligation represented by the delinquent account or any other indebtedness was incurred with a person or corporation other than the utility
(e) When a public health or building officer certifies that discontinuance would result in a significant threat to the health or safety of the residential occupants or the public. Proof of age or disability are described in Rule No. B.1.e.			a significant threat to the health or safety of the residential occupants or the public.
i. Residential Customer's Remedies Upon Receipt of Discontinuance Notice for Nonpayment.			<b>A A</b>
(1) If upon receipt of a discontinuance notice, a residential customer is unable to pay, she or he must contact the utility before discontinuance of service to make payment arrangements to avoid discontinuance of service. Information pertaining to alternative payment options and other options for averting discontinuation of residential service for nonpayment will be provided on the discontinuance notice as described in Rule No. 5 or can be obtained by calling 800-999-4033.			pay, she or he must contact the utility before discontinuance of service to make payment arrangements to avoid discontinuance of service. Information pertaining to alternative payment options and other options for averting discontinuation of residential service for nonpayment will be provided on the discontinuance notice as
(2) If, after contacting the utility, the residential customer alleges to the Commission an inability to pay and that she or he is unable to make payment arrangements with the utility she or he should contact the Commission's Consumer Affairs Branch (CAB) to make an informal complaint. To maintain uninterrupted service this action must be taken prior to discontinuation of service as defined in the provided notice.			an inability to pay and that she or he is unable to make payment arrangements with the utility she or he should contact the Commission's Consumer Affairs Branch (CAB) to make an informal complaint. To maintain uninterrupted service this action must be taken prior to discontinuation of service as defined in the provided
(3) The CAB's resolution of the matter should be reported to both the utility and the residential customer within ten business days after receipt of the informal complaint. If the customer is not satisfied with such resolution, such customer may file, within ten business days after the date of the CAB's letter, a formal complaint with the Commission under Public Utilities Code Section 1702 on a form provided by the CAB.			residential customer within ten business days after receipt of the informal complaint. If the customer is not satisfied with such resolution, such customer may file, within ten business days after the date of the CAB's letter, a formal complaint with the Commission under Public Utilities Code Section 1702 on a form provided by the
(N) (continued)	)	(N)	(continued)

(To be inserted by utility)	Issued by	(To be inserted by Cal. P.U.C.)
Advice Letter No. 283-W	Timothy S. Guster	Date Filed
	NAME	
Decision No.	Vice President and General Counsel	Effective
	TITLE	
	Decision/Resolution No.	

Revised Cal. P.U.C. Sheet No. 910-W Revised Cal. P.U.C. Sheet No. 377-W

Decision/Resolution No.

Canceling

# DIII E NO 11

1. For Nonpayment of Bills (Continued)  (4) Failure of any customer to observe these time limits prescribed herein shall entitle the utility to insist upon payment or, upon failure to pay, to proceed to discontinue the customer's residential water service in accordance with the utility's rules.  j. Designation of a Third-Party Representative (Older Adult or Disabled only)  (1) Customer must inform utility if she or he desires that a third party receive discontinuance or other notices on her or his behalf.  (2) Utility must be advised of name, address and telephone number of third party with a letter from third party accepting this responsibility.  (3) Only customers who certify that they are older adults age 62 or over or disabled are entitled to third-party representation. Proof of age must be supported by certificate of birth, driver's license, pasport or other reliable document. Proof of disability must be by certificate of birth, driver's license, pasport or other reliable document. Proof of disability must be by certification from a licensed physician, public health nurse or social worker.  2. For Noncompliance with Rules. The utility may discontinue service to any customer for violation of these rules after it has given the customer at least five days' written notice of such intention. Where safety of water supply is endangered, service may be discontinued immediately without notice.  3. For Waste of Water.  a. Where negligent or wasteful use of water exists on customer's premises, the utility may discontinue the service if such practices are not remedied within five days after it has given the customer written notice to such effect.  b. In order to protect itself against serious and unnecessary waste or misuse of water, the utility may meter any flat rate service and apply the regularly established meter rates where the customer written notice to remedy such practices.  (continued)  (To be inserted by utility)  Timothy S. Guster  NAME	n No	Vice President and General Con TITLE	unsel Effective	
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	entitle the utility to discontinue the cust	insist upon payment or, upon fai	lure to pay, to proceed to	
B. Discontinuance of Services by Utility (Continued)	For Nonpayment of	Bills (Continued)		
	B. Discontinuance of Serv	ices by Utility (Continued)		(1)

## Canceling

RULE NO. 11
DISCONTINUANCE AND RESTORATION OF SERVICE

B. Discontinuance of Services by Utility (Continued)

(N)

- 4. For Unsafe Apparatus or Where Service is Detrimental or Damaging to the Utility or its Customers. If an unsafe or hazardous condition is found to exist on the customer's premise, or if the use of water thereon by apparatus, appliances, equipment or otherwise is found to be detrimental or damaging to the utility or its customers, the service may be shut off without notice. The utility will notify the customer immediately of the reasons for the discontinuance and the corrective action to be taken by the customer before service can be restored.
- 5. For Fraudulent Use of Service. When the utility has discovered that a customer has obtained service by fraudulent means, or has diverted the water service for unauthorized use, the service to that customer may be discontinued without notice. The utility will not restore service to such customer until that customer has complied with all rules and reasonable requirements of the utility and the utility has been reimbursed for the full amount of the service rendered and the actual cost to the utility incurred by reason of the fraudulent use.

### C. Restoration of Service

- 1. Reconnection Charge. Where service has been discontinued for violation of these rules or for nonpayment of bills, the utility may charge \$25.00 for reconnection of service during regular working hours or \$40.00 for reconnection of service at other than regular working hours when the customer has requested that the reconnection be made at other than regular working hours, except as otherwise provided by the utility's tariffs.
- 2. To be Made During Regular Working Hours. The utility will endeavor to make reconnections during regular working hours on the day of the request, if the conditions permit; otherwise reconnections will be made on the regular working day following the day the request is made.
- 3. To Be Made at Other Than Regular Working Hours. When a customer has requested that the reconnection be made at other than regular working hours, the utility will reasonably endeavor to so make the reconnection if practicable under the circumstances.
- 4. <u>Wrongful Discontinuance</u>. A service wrongfully discontinued by the utility, must be restored without charge for the restoration to the customer within 24 hours.

(N)

(To be inserted by utility) Advice Letter No. 283-W	Issued by Timothy S. Guster	(To be inserted by Cal. P.U.C.)  Date Filed	
Decision No.	NAME Vice President and General Counsel	Effective _	
	TITLE Decisio	on/Resolution No	

# RULE NO. 11 DISCONTINUANCE AND RESTORATION OF SERVICE

$\boldsymbol{C}$	Restoration	of Service	(Continued)

(N)

- 5. Limits on Certain Reconnection Charges. For a residential customer who demonstrates household income below 200 percent of the federal poverty line (or is otherwise deemed by the Water Shutoff Protection Act as having a household income of below 200 percent of the federal poverty line), charges shall be limited as follows:
  - (i) For reconnections during regular working hours, the lesser of the actual cost or \$50.00; and
  - (ii) For reconnections during other than regular working hours, the lesser of the actual cost or \$150. The cap on these reconnection fees (\$50 and \$150, respectively) shall be subject to an annual adjustment for changes in the Consumer Price Index beginning January 1, 2021.

#### D. Refusal to Serve

- 1. <u>Conditions for Refusal</u>. The utility may refuse to serve an applicant for service under the following conditions:
- a. If the applicant fails to comply with any of the rules as filed with the Public Utilities Commission.
- b. If the intended use of the service is of such a nature that it will be detrimental or injurious to existing customers.
- c. If, in the judgment of the utility, the applicant's installation for utilizing the service is unsafe or hazardous, or of such nature that satisfactory service cannot be rendered.
- d. Where service has been discontinued for fraudulent use, the utility will not serve an applicant until it has determined that all conditions of fraudulent use or practice has been corrected.
- 2. <u>Notification to Customers</u>. When an applicant is refused service under the provisions of this rule, the utility will notify the applicant promptly of the reason for the refusal to service and of the right of applicant to appeal the utility's decision to the Public Utilities Commission.

(N)

(To be inserted by utility)	Issued by	(To be inserted by Cal. P.U.C.)
Advice Letter No. 283-W	Timothy S. Guster	Date Filed
	NAME	
Decision No.	Vice President and General Counsel	Effective
	TITLE	