

SENATE BILL 6141



FILING CONFIDENTIAL DOCUMENTS WITH THE WUTC



Presented by Polly L. McNeill
June 21, 2014

Enactment of Senate Bill 6141

- SB 6141 passed into law on March 31, 2014, and went into effect on June 12, 2014.
- The law grants regulated solid waste companies protection for commercial proprietary information similar to what other regulated utilities have had, but at the same time preserves the integrity of the WUTC's rate making process.
- Two statutes were amended – the Public Records Act and the Solid Waste Statute:
 - SB 6141 **creates an exemption** in the Public Records Act (Chapter 42.56 RCW) for commercial propriety documents, making it possible for the WUTC to withhold disclosure of confidential information.
 - SB 6141 adopts the standards from RCW 80.04.095 (protection of utility records containing commercial information) and **adds a new section** to Chapter 81.77 RCW (not yet codified).

Comparison of Utility v. Solid Waste Statutes

Records, subject to chapter 42.56 RCW, filed with the commission or the attorney general from any person ~~which~~that contain valuable commercial information, including trade secrets or confidential marketing, cost, or financial information, or customer-specific usage ~~and network configuration and design~~ information, ~~shall~~are not ~~be~~ subject to inspection or copying under chapter 42.56 RCW: (1) Until notice to the person or persons directly affected has been given; and (2) if, within ten days of the notice, the person has obtained a superior court order protecting the records as confidential. The court ~~shall~~must determine that the records are confidential and not subject to inspection and copying if disclosure ~~would~~ is likely to result in private loss, including an unfair competitive disadvantage, and is not necessary for further public review and comment on the appropriate allocation of costs and revenues. When providing information to the commission or the attorney general, a person shall designate which records or portions of records contain valuable commercial information. Nothing in this section ~~shall prevent~~ prevents the use of protective orders by the commission governing disclosure of proprietary or confidential information in contested proceedings.

Statutory Authority – Regulatory Process

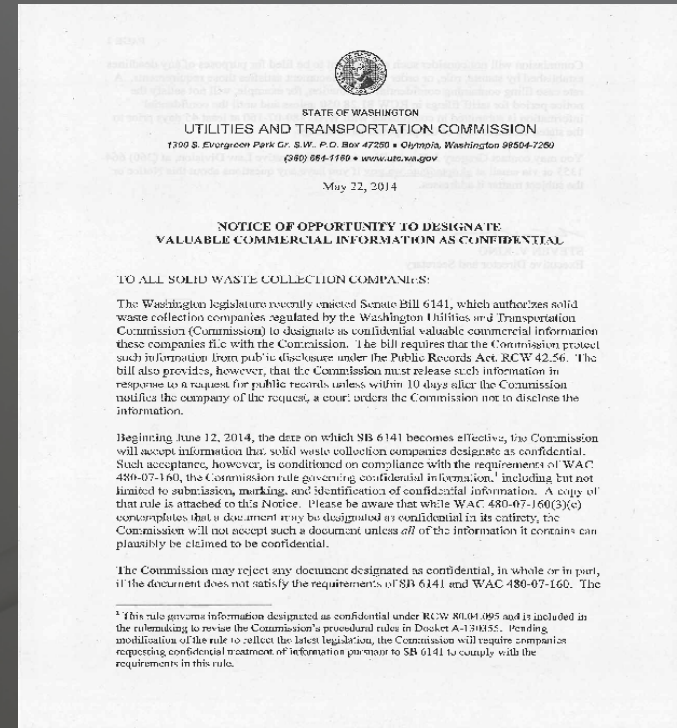
- WAC 480-07-160 applies to any information submitted under a claim of confidentiality for solid waste companies under Title 81 and utilities under Title 80.

Strict Compliance

WAC 480-07-160 applies to any information submitted under a claim of confidentiality for solid waste companies under Title 81 **and** utilities under Title 80.

“A provider may claim the protection of this rule only by strict compliance with the following requirements.

Any failure to comply with these requirements may result in the submission not being accepted as one including confidential information.”



What Is “Confidential”?

Confidential Information is information that meets any of the following criteria:

- Valuable commercial information, including trade secrets or confidential marketing, cost, or financial information, or customer-specific usage.
- Information protected under the terms of a protective order in an adjudicative proceeding.
- Information protected from inspection or copying under an exemption from disclosure requirements under the Public Records Act, chapter 42.56 RCW.

Step Two: Prepare the Confidential Documents

- Each page of the **unredacted** version that includes information claimed to be **confidential** must be printed on
- Each page of the **unredacted** version that contains information designated **highly confidential** under a protective order, must be printed on

yellow or canary paper

light blue paper


Step Three: Designate Confidential Information

- Mark the confidential information in unredacted documents.
- Clearly designate with highlighting, outlining, or asterisks.
- Mark each page containing confidential information.

**DO NOT MARK THE ENTIRE PAGE OR DOCUMENT
UNLESS YOU ABSOLUTELY POSITIVELY HAVE TO!!**

SAMPLE CONFIDENTIAL DOCUMENT


															CONFIDENTIAL per WAC-480-07-160 and ROW 81.77					
MCNEILL GARBAGE RESTATING ADJUSTMENTS TWELVE MONTHS ENDED 12/31/08																				
LINE NO.	DESCRIPTION	RECLASSIFY WAGES	REMOVE CONTRACT	REMOVE TRANSFER	REMOVE PRR	ADJUST DEPRECIATION	REMOVE LOBBYING	REMOVE DONATIONS CONTRIB., ETC	RA-8 MANAGEMENT FEES	RA-9 ADJUST CONSULTING FEES	RA-10 ADJUST EXECUTIVE WAGES	RA-11 REMOVE DIRECTOR FEES	RA-12 REMOVE STORAGE BOXES	RA-13 REMOVE CONTAINER RECYCLING DEPR	RA-14 REMOVE DROP BOX RECYCLING DEPR	RA-15 REMOVE COMMERCIAL RECYCLING	TOTAL			
1	REVENUES																0.00			
2	RESIDENTIAL																(120,725.27)			
3	COMMERCIAL HAULING													(100,185.40)		(20,539.87)	(385,801.52)			
4	DROP BOX REVENUE														(43,655.36)	(89,756.53)	(89,756.53)			
5	DROP BOX PASS THROUGH																(78,423.79)			
6	TRANSFER STATION OPERATION			(78,423.79)													(1,097,939.16)			
7	CONTRACT RES AND COMMERCIAL		(1,097,939.16)														(498,158.07)			
8	EQUIPMENT RENT												(64,828.65)				(4,192.79)			
9	LATE FEES		(2,997.68)										(848.64)	(300.56)	(130.97)	(1,357.33)	(9,827.96)			
9	OTHER INCOME AND EXPENSE																0.00			
	TOTAL REVENUES	0.00	(1,100,936.84)	(78,423.79)	(502,350.86)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(65,677.29)	(100,485.96)	(43,786.33)	(453,800.29)	(2,345,461.35)			
10	OPERATING EXPENSES																			
10	SHOP EXPENSE AND UTILITIES		(5,807.25)	(15,120.00)	(39,484.45)								(7,680.00)			(360,000.00)	(428,091.70)			
11	CONTAINER REPAIR		(7,185.87)														(7,185.87)			
12	TIRES AND TUBES		(5,705.97)														(5,705.97)			
13	TRUCK REPAIR AND MAINTENANCE		(13,495.29)														(13,495.29)			
14	LABOR	(2,401,619.89)															(2,401,619.89)			
	DRIVERS	1,815,959.22	(86,087.16)		(133,036.24)												1,596,835.82			
	OFFICE	381,618.55	(41,730.78)		(12,331.19)												307,556.58			
	SHOP	192,744.74	(9,251.75)														183,492.99			
	YARD	17,264.95	(828.72)														14,709.74			
	TRANSFER	14,032.43		(14,032.43)													0.00			
15	EXECUTIVE SALARIES		(44,299.43)		(9,720.00)				(42,000.00)		(490,531.00)	(26,270.00)					(586,550.43)			
16	DIRECTOR FEES		0.00														(26,270.00)			
17	FUEL AND OIL		(34,284.97)														(34,284.97)			
18	DISPOSAL FEES		(319,275.22)	(29,787.03)	(34,537.95)												(383,600.20)			
19	DISPOSAL FEE PASS THROUGH															(89,756.53)	(89,756.53)			
21	TRAFFIC SOLICITATION		(6,635.29)		(4,713.82)		(8,250.00)	(73,520.26)									(93,119.38)			
22	ADVERTISING		(2,522.28)		(1,791.87)												(4,314.14)			
23	INSURANCE		(8,455.29)		(14,436.00)												(22,891.29)			
24	INSURANCE CLAIMS		(588.32)														(588.32)			
25	OFFICE EXPENSE		(34,995.99)		(10,341.10)												(45,337.09)			
26	LEGAL AND ACCOUNTING		(12,353.85)														(12,353.85)			
27	COMMUNICATION		(1,941.71)	(1,106.64)	(1,379.42)		(12,000.00)										(4,427.76)			
28	EMPLOYEE WELFARE		(47,646.28)	(13,220.84)	(1,125.00)												(61,992.12)			
29	UNCOLLECTIBLE REVENUE		(2,704.19)		(8,879.33)												(11,583.52)			
30	DEPRECIATION-STRUCTURES				(16.65)	(116.76)											(133.41)			
31	DEPRECIATION-COLLECTION EQUIP		(28,449.13)														(28,449.13)			
32	DEPRECIATION-SERVICE CARS				(109.24)	2,368.65											2,259.41			
33	DEPRECIATION-SHOP/GARAGE					2,659.78											2,659.78			
34	DEPRECIATION-OFFICE EQUIPMENT				(120.73)	1,894.06											1,773.33			
35	DEPRECIATION-OTHER EQUIPMENT				(44,432.95)	0.00											(44,432.95)			
36	DEPRECIATION CONTAINERS		(15,727.58)			0.00							(8,076.00)	(54,557.00)	(22,454.00)		(100,814.58)			
37	GAIN (LOSS) ON SALE OF ASSETS																0.00			
38	AMORTIZATION																0.00			
39	PAYROLL TAXES		(18,393.37)	(1,761.20)													(20,154.57)			
40	TAXES BUSINESS		(16,514.05)	(1,176.36)	(7,535.26)								(985.16)	(1,507.29)	(656.79)	(6,807.00)	(35,181.92)			
41	TAXES OTHER		(4,844.12)	(345.06)	(2,210.34)								(288.98)	(442.14)	(192.66)	(1,996.72)	(10,320.03)			
42	REGULATORY/FRANCHISE FEES		(76,693.42)														(76,693.42)			
43	OPERATING RENTS		(788.36)		(2,056.97)												(2,825.33)			
44	RENTAL INCOME		432.00		1,156.50												1,588.50			
45	EQUIPMENT RENT		0.00														0.00			
46	TOTAL OPERATING EXPENSES	(0.00)	(846,753.63)	(76,549.56)	(328,828.51)	6,805.73	(20,250.00)	(73,520.26)	(42,000.00)	(70,975.00)	(490,531.00)	(26,270.00)	(17,030.14)	(86,506.43)	(23,303.45)	(458,560.26)	(2,524,272.51)			
47	NET OPERATING INCOME	0.00	(254,183.21)	(1,874.23)	(173,522.35)	(6,805.73)	20,250.00	73,520.26	42,000.00	70,975.00	490,531.00	26,270.00	(48,847.15)	(43,979.53)	(20,482.87)	4,759.97	178,811.16			
48	OTHER INCOME (EXPENSE)																			
49	NET INCOME	0.00	(254,183.21)	(1,874.23)	(173,522.35)	(6,805.73)	20,250.00	73,520.26	42,000.00	70,975.00	490,531.00	26,270.00	(48,847.15)	(43,979.53)	(20,482.87)	4,759.97	178,811.16			
50	NET INVESTMENT												(44,658.00)	(282,434.00)	(141,791.00)		(468,883.00)			


**Confidential
Information**

DOCUMENT FILED PER PROTECTIVE ORDER

CONFIDENTIAL per Protective Order in WUTC Docket [Insert Docket #] (Per WAC 480-07-160)

LINE NO.	DESCRIPTION	RA-1 RECLASSIFY WAGES	RA-2 REMOVE CONTRACT	RA-3 REMOVE TRANSFER	RA-4 REMOVE PRR	RA-5 ADJUST DEPRECIATION	RA-6 REMOVE LOBBYING	RA-7 REMOVE DONATIONS CONTRIB., ETC	RA-8 MANAGEMENT FEES	RA-9 ADJUST CONSULTING FEES	RA-10 ADJUST EXECUTIVE WAGES	RA-11 REMOVE DIRECTOR FEES	RA-12 REMOVE STORAGE BOXES	RA-13 REMOVE CONTAINER RECYCLING DEPR	RA-14 REMOVE DROP BOX RECYCLING DEPR	RA-15 REMOVE COMMERCIAL RECYCLING	TOTAL
REVENUES																	
1	RESIDENTIAL																0.00
2	COMMERCIAL HAULING													(100,185.40)		(20,539.87)	(120,725.27)
3	DROP BOX REVENUE														(43,655.36)	(342,146.56)	(385,801.92)
4	DROP BOX PASS THROUGH															(89,756.53)	(89,756.53)
5	TRANSFER STATION OPERATION			(78,423.79)													(78,423.79)
6	CONTRACT RES AND COMMERCIAL		(1,097,939.16)														(1,097,939.16)
7	EQUIPMENT RENT				(498,158.07)								(64,828.65)				(562,986.72)
8	LATE FEES		(2,997.68)										(848.64)	(300.56)	(130.97)	(1,357.33)	(9,827.96)
9	OTHER INCOME AND EXPENSE																0.00
	TOTAL REVENUES	0.00	(1,100,936.84)	(78,423.79)	(502,350.86)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(65,677.29)	(100,485.96)	(43,786.33)	(453,800.29)	(2,345,461.35)
OPERATING EXPENSES																	
10	SHOP EXPENSE AND UTILITIES		(5,807.25)	(15,120.00)	(39,484.45)												(428,091.70)
11	CONTAINER REPAIR		(7,185.87)										(7,680.00)			(360,000.00)	(7,185.87)
12	TIRES AND TUBES		(5,705.97)														(5,705.97)
13	TRUCK REPAIR AND MAINTENANCE		(13,495.29)														(13,495.29)
14	LABOR	(2,401,619.89)															(2,401,619.89)
	DRIVERS	1,815,959.22	(86,087.16)		(133,036.24)												1,596,835.82
	OFFICE	361,618.55	(41,730.78)		(12,331.19)												307,556.58
	SHOP	192,744.74	(9,251.75)														183,492.99
	YARD	17,264.95	(828.72)		(1,726.50)												14,709.74
	TRANSFER	14,032.43		(14,032.43)													0.00
15	EXECUTIVE SALARIES		(44,299.43)		(9,720.00)				(42,000.00)		(490,531.00)						(586,550.43)
16	DIRECTOR FEES		0.00									(26,270.00)					(26,270.00)
17	FUEL AND OIL		(34,284.97)														(34,284.97)
18	DISPOSAL FEES		(319,275.22)	(29,787.03)	(34,537.95)												(383,600.20)
19	DISPOSAL FEE PASS THROUGH																(89,756.53)
21	TRAFFIC SOLICITATION		(6,635.29)		(4,713.82)		(8,250.00)	(73,520.26)									(93,119.38)
22	ADVERTISING		(2,522.28)		(1,791.87)												(4,314.14)
23	INSURANCE		(8,455.29)		(14,436.00)												(22,891.29)
24	INSURANCE CLAIMS		(588.32)														(588.32)
25	OFFICE EXPENSE		(34,986.99)		(10,341.10)												(45,328.09)
26	LEGAL AND ACCOUNTING		(12,353.85)				(12,000.00)			(70,975.00)							(95,328.85)
27	COMMUNICATION		(1,941.71)	(1,106.64)	(1,379.42)												(4,427.76)
28	EMPLOYEE WELFARE		(47,646.28)	(13,220.84)	(1,125.00)												(61,992.12)
29	UNCOLLECTIBLE REVENUE		(2,704.19)		(8,879.33)												(11,583.52)
30	DEPRECIATION-STRUCTURES				(16.65)												(16.65)
31	DEPRECIATION-COLLECTION EQUIP		(28,449.13)														(28,449.13)
32	DEPRECIATION-SERVICE CARS				(109.24)												2,368.65
33	DEPRECIATION-SHOP/GARAGE																2,659.78
34	DEPRECIATION-OFFICE EQUIPMENT				(120.73)												1,894.06
35	DEPRECIATION-OTHER EQUIPMENT				(44,432.95)												(44,432.95)
36	DEPRECIATION CONTAINERS																0.00
37	GAIN (LOSS) ON SALE OF ASSETS		(15,727.58)										(8,076.00)	(54,557.00)	(22,454.00)		(100,814.58)
38	AMORTIZATION																0.00
39	PAYROLL TAXES		(18,393.37)	(1,761.20)													(20,154.57)
40	TAXES BUSINESS		(16,514.05)	(1,176.36)	(7,535.26)												(35,181.92)
41	TAXES OTHER		(4,944.12)	(345.06)	(2,210.34)												(10,320.03)
42	REGULATORY/FRANCHISE FEES		(76,693.42)														(76,693.42)
43	OPERATING RENTS		(768.36)		(2,056.97)												(2,825.33)
44	RENTAL INCOME		432.00		1,156.50												1,588.50
45	EQUIPMENT RENT		0.00														0.00
46	TOTAL OPERATING EXPENSES	(0.00)	(846,753.63)	(76,549.56)	(328,828.51)	6,805.73	(20,250.00)	(73,520.26)	(42,000.00)	(70,975.00)	(490,531.00)	(26,270.00)	(17,030.14)	(56,506.43)	(23,303.45)	(458,560.26)	(2,524,272.51)
47	NET OPERATING INCOME	0.00	(254,183.21)	(1,874.23)	(173,522.35)	(6,805.73)	20,250.00	73,520.26	42,000.00	70,975.00	490,531.00	26,270.00	(48,647.15)	(43,979.53)	(20,482.87)	4,759.97	178,811.16
48	OTHER INCOME (EXPENSE)																
49	NET INCOME	0.00	(254,183.21)	(1,874.23)	(173,522.35)	(6,805.73)	20,250.00	73,520.26	42,000.00	70,975.00	490,531.00	26,270.00	(48,647.15)	(43,979.53)	(20,482.87)	4,759.97	178,811.16
50	NET INVESTMENT												(44,658.00)	(282,434.00)	(141,791.00)		(468,883.00)


Confidential Information

Step Four: Mark the Documents

“Confidential per WAC 480-07-160”

Paper copies:

- On the first page of a multipage document; and
- On each specific page.

Electronic copies:

- In the email message or on the disk or diskette;
- On the first page in the file; and
- On each page that the provider claims contains confidential information.
- *See also* WAC 480-07-140(6) for electronic format requirements.

“Confidential per protective order in WUTC Docket ###”

DESIGNATE THE SOURCE OF CONFIDENTIALITY

CONFIDENTIAL per WAC 480-07-160 and RCW 81.177
REDACTED COPIES

LINE NO.	DESCRIPTION	RECLASSIFY	REMOVE CONTRACT	REMOVE TRANSFER	REMOVE PRR	ADJUST DEPRECIATION	REMOVE LOSSING	REMOVE DONATING CONTRIB, ETC	MANAGEMENT FEES	CONSULTING FEES	ADJUST EXECUTIVE WAGES	REMOVE DIRECTOR FEES	RA-12 STORAGE	RA-13 REMOVE CONTAINER	RA-14 REMOVE DROP BOX	RA-15 REMOVE COMMERCIAL RECYCLING	TOTAL
REVENUES																	
1	RESIDENTIAL																0.00
2	COMMERCIAL HULLING																1,120,725.27
3	DROP BOX REVENUE																535,501.52
4	DROP BOX PASS THROUGH																89,768.53
5	TRANSFER STATION OPERATION																79,423.79
6	CONTRACTS AND COMMERCIAL EQUIPMENT RENT		(1,097,339.19)														1,097,339.19
7	EQUIPMENT RENT																562,966.72
8	LATE FEES																8,827.90
9	OTHER INCOME AND EXPENSE																0.00
	TOTAL REVENUES		0.00	(1,108,936.84)	79,423.79	562,966.86	0.00	0.00	0.00	0.00	0.00	0.00					2,345,481.58
OPERATING EXPENSES																	
10	SHOP EXPENSE AND UTILITIES																428,391.70
11	CONTAINER REPAIR																7,185.67
12	TIRES AND TUBES																6,705.97
13	TRUCK REPAIR AND MAINTENANCE																13,446.29
14	LABOR		2,401,619.89														2,401,619.89
	DRIVERS		1,615,959.22														1,596,635.82
	OFFICE		361,618.55														307,569.58
	SHOP		192,744.74														183,492.99
	HAZ		7,296.65														14,788.74
	TRANSFER		14,032.43														0.00
15	EXECUTIVE SALARIES								42,000.00		490,531.00						536,561.43
16	DIRECTOR FEES																29,270.00
17	FUEL AND OIL																24,294.97
18	DISPOSAL FEES																383,600.20
19	DISPOSAL FEE PASS THROUGH																89,768.53
21	TRAFFIC SOLICITATION								8,655.29		4,713.82						63,119.39
22	ADVERTISING								2,522.28		1,791.87						42,814.14
23	INSURANCE								8,455.29		1,438.00						22,891.29
24	INSURANCE CLAIMS								588.32								958.32
25	OFFICE EXPENSES								34,895.99		10,341.10						44,337.09
26	LEGAL AND ACCOUNTING								12,353.69								65,329.69
27	COMMUNICATION								1,841.71		1,106.66						4,427.79
28	EMPLOYEE WELFARE								47,646.28		13,220.84						81,862.12
29	UNCOLLECTIBLE REVENUE								2,704.19		8,879.33						11,583.52
30	DEPRECIATION-STRUCTURES																153.47
31	DEPRECIATION-COLLECTION EQUIP																28,448.13
32	DEPRECIATION-SERVICE CARS																2,969.65
33	DEPRECIATION-EMPLOYEE VEHICLES																2,699.78
34	DEPRECIATION-OFFICE EQUIPMENT																1,773.33
35	DEPRECIATION-OTHER EQUIPMENT																44,432.95
36	DEPRECIATION-CONTAINERS																100,814.58
37	GAIN/LOSS ON SALE OF ASSETS																0.00
38	AMORTIZATION																0.00
39	PAIDROLL TAXES																20,154.57
40	TAXES BUSINESS																35,191.62
41	TAXES OTHER																10,303.08
42	REGULATORY/FRANCHISE FEES																76,693.42
43	OPERATING RENTS																2,825.33
44	RENTAL INCOME																1,588.50
45	EQUIPMENT RENT																0.00
46	TOTAL OPERATING EXPENSES		0.00	846,753.63	76,549.59	528,828.51	6,876.73	20,250.00	73,520.26	42,000.00	70,975.00	490,531.00					2,524,272.57
47	NET OPERATING INCOME		0.00	(54,330.21)	1,874.23	(173,522.35)	8,866.73	20,250.00	73,520.26	42,000.00	70,975.00	490,531.00					178,911.16
48	OTHER INCOME (EXPENSE)																0.00
49	NET INCOME		0.00	(54,330.21)	1,874.23	(173,522.35)	8,866.73	20,250.00	73,520.26	42,000.00	70,975.00	490,531.00					178,911.16
50	NET INVESTMENT																148,883.00



“Confidential per WAC
480-70-160”

Step Five: Seal the Documents

- Redacted version must be labeled and submitted along with a set of any confidential documents.
- The confidential unredacted version must be so labeled and submitted in a sealed envelope or similar wrapping.
- A party submitting multiple confidential documents must collate the documents into sets and, to the extent feasible, must enclose each set of confidential documents in a separate envelope and each set of highly confidential documents for filing in a separate envelope.

Step Six: Submit the Documents

- Submit the claim of confidentiality :
 - In writing (letter or e-mail)
 - In same form (i.e., paper or electronic)
 - At same time information is submitted
- Use **separate transmittals** when filing via email or via the web portal.
- Provide the correct number of copies in the right format:
 - Unredacted (Confidential): **Original & the required number of copies;**
 - Redacted: **Original & one copy.**
- Submit **only the first page** of the **redacted version** if the page indicates that the **entire document** is confidential.

Transmittal Letter

Steven V. King
Acting Executive Director and Secretary
Washington Utilities and Transportation Commission
1300 S. Evergreen Park Drive S.W.
Olympia, WA 98504-7250

Re: McNeill Garbage Company General Rate Request

Dear Mr. King:

Enclosed you will find documents necessary to submit our company's general rate request. **Please note that our filing includes certain information that contains valuable commercial information and is, therefore, presented in accordance with the procedures established in WAC 480-07-160.**

Pursuant to WAC-480-07-140(6), enclosed are electronic versions of confidential materials, with the first page of the file, and each page that contains confidential information marked appropriately. Also enclosed is an electronic version of an index identifying the documents submitted. Additionally, a paper copy of the confidential redacted and unredacted materials, along with a paper copy of the index will be submitted by U.S. mail.

Comply with WAC 480-07-140

Submit Using the Following Formats:

- .pdf (Adobe Acrobat); and
- A separate file in .doc, .docx, .docm (MS Word), .xls, .xlsx, .xlsm (Excel), or .ppt, .pptx, .pptm (Power Point).
- File redacted versions of electronic version in PDF only.
- Redacted and unredacted versions must have the same pagination and line numbering.

Third-Party Requests

- “Provider” means any person who submits information with the claim of confidentiality.
- “Requestor” means any person who submits
 - a request for public records under 42.56 RCW (Public Records Act) or
 - a data request in an adjudicative proceeding.

Third-Party Requests

- The commission will provide written notice of any request for information designated confidential to the provider and any person identified by the provider as a person who might be directly affected by release of the information.
- The commission will issue such notice not more than two days after the requested materials are located and it determines that they contain information claimed to be confidential.
- The commission will send a copy of the notice to the requester at the same time it sends a copy to the provider.
- If the provider consents in writing to the release of the information, or does not restrain disclosure by way of court order within ten days following notice, the commission will consider the information public, remove the confidential designation from its files, and release the information to the requester.

Third-Party Requests

- The requester must
 - submit a written request on a form provided by the commission or in a letter containing equivalent information;
 - include the requester's name and address and the name and address of any organization on whose behalf or for whose benefit the request is being made;
 - state whether the information sought is to be used for a commercial purpose.
- The commission will provide an opportunity to respond before ruling on the challenge.
- If a confidential designation is challenged, the provider of the confidential information bears the burden to show that part or all of a document should be protected from disclosure.
- The commission may express its ruling orally on the record in an adjudicative proceeding, or in a written order.

THANK YOU



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