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SOAH DOCKET NO. 473-20-3997.WS
PUC DOCKET NO. 49926

APPLICATION OF CRYSTAL CLEAR	§	BEFORE THE STATE OFFICE
SPECIAL UTILITY DISTRICT TO	§	
AMEND ITS SEWER CERTIFICATE OF	§	
CONVENIENCE AND NECESSITY IN	§	OF
COMAL, HAYS, AND GUADALUPE	§	
COUNTIES	§	ADMINISTRATIVE HEARINGS

SOAH ORDER NO. 5
REGARDING COURTESY COPIES SENT TO SOAH

The State Office of Administrative Hearings (SOAH) has implemented revised procedures relating to emailing courtesy copies to SOAH. Accordingly, in this docket the parties **SHALL NOT** email courtesy copies of any document to SOAH. The parties may file Microsoft Word (Word) versions of prefiled testimony or briefs, if any, on the Public Utility Commission of Texas Interchange.¹ If the Administrative Law Judge (ALJ) needs a Word version of prefiled testimony and briefs, the ALJ will either (1) download a Word version from the Interchange if it is available or (2) convert the PDF version on the Interchange to a Word version. If that is insufficient, the ALJ will issue an order providing instructions on how to submit courtesy Word versions of prefiled testimony and briefs to SOAH. The ALJ does not need a Word version of any material covered by a Protective Order or of any filing in this case except prefiled testimony or briefs. The ALJ also does not need a courtesy hard copy of any document, except that if the case goes to hearing, the ALJ will issue an order providing instructions about delivery to SOAH of hard copies of exhibits.

SIGNED May 7, 2021.


ELIZABETH DREWS
ADMINISTRATIVE LAW JUDGE
STATE OFFICE OF ADMINISTRATIVE HEARINGS

¹ See 16 Tex. Admin. Code § 22.72(i)(1) (“Electronic filings shall be made in accordance with the current list of preferred file formats available in Central Records and on the commission’s World Wide Web site”) and <https://www.puc.texas.gov/industry/filings/FilerFaq.aspx> (listing Microsoft Word as a common file type that the Commission Interchange supports).