

UNITED STATES OF AMERICA
POSTAL RATE COMMISSION
WASHINGTON, DC 20268-0001

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POSTAL RATE COMMISSION
OFFICE OF THE CLERK

Filing Online

Docket No. RM2002-1

NOTICE TO PARTICIPANTS
(July 23, 2002)

On May 21, 2002, the Commission issued a Notice of Proposed Rulemaking in this docket. The proposed rules require that all documents in Commission proceedings be submitted via the internet using a system denominated as "Filing Online." See Order No. 1341, 67 Fed. Reg. 35766. A workshop on Filing Online procedures was held on June 12, 2002. Additionally five sets of written comments were received in response to the Notice of Proposed Rulemaking.

The Commission is in the process of adding a second web server. Configured to work simultaneously, the two web servers will double capacity and provide redundant functionality. This new configuration should increase filing speeds and ensure that Filing Online is consistently available, even during periods of peak demand.

In order to verify the ability of the new configuration to handle anticipated peaks in demand, the Commission will be conducting an online filing test on August 7, 2002, beginning at 4:00 p.m. (EST). To simulate anticipated peak demand in a future rate case, the Commission requests that all participants that filed direct testimony in Docket No. R2000-1 log on to the Filing Online system between 4:00 pm and 5:00 pm on that date, and submit their Docket No. R2000-1 direct testimony to the Commission on line. Persons wishing to participate in the test but who did not file testimony in Docket No. R2000-1 can file any document that would be similar in length to testimony that they might file in a future rate case.

The simulation also will provide the Commission with an opportunity to test its internal procedures for reviewing, coding, and posting such filings during periods of peak demand. The availability of this quantity of properly formatted files will provide participants with an opportunity to test the batch download and batch printing functions during a heavy download day. To test this Filing Online function, participants are urged to download and print the direct testimony that is submitted on line shortly after it has been posted to the Daily Listing page. If the ability of the Filing Online system to handle peak anticipated demands on its uploading and downloading functions is verified, the Commission may reconsider the need for requiring that some categories of documents be dual filed (filed and served in hard copy form, as well as on line) in order to prevent congestion of the system.

The proposed simulation will be conducted as follows:

- Persons wishing to participate should secure a Filing Online account, if they have not already done so. An Account Holder application appears as Attachment A.
- On August 7, 2002, at approximately 4:00 p.m. (EST), participants should log on to Filing Online at www.prc.gov.
- At that time, participants are asked to upload all direct testimony that they filed in Docket No. R2000-1.
- Consistent with the Filing Online requirements that have been proposed, participants are asked to convert their direct testimony to text-based PDF form, using the Commission's website to make the conversion, if necessary.
- Participants should submit their direct testimony under Docket No. T2002-1.
- Participants encountering any difficulties are urged to obtain assistance and report them to the Commission's Docket Section at (202) 789-6846, e-mail PRC-DOCKETS@prc.gov.
- Participants are invited to submit comments describing their test experience by August 12, 2002.

In the event that any additional adjustments need to be made to the Filing Online system, participants may be asked to repeat the test on August 14, 2002, at 4:00 p.m.

A handwritten signature in black ink, appearing to read "Steven W. Williams". The signature is fluid and cursive, with the first name "Steven" being more prominent.

Steven W. Williams
Secretary

**Postal Rate Commission
Filing Online**

Account Holder Application

To file documents electronically, each Account Holder must have a login name and password. Upon submitting a completed application to the Commission, the Account Holder will receive a login name and password. The login name/password procedure is designed to ensure that material filed using the Filing Online system conforms to the Commission's rules of practice, is authorized by the Account Holder, that it is filed on behalf of the participant that it purports to represent, that the Account Holder has read the material filed and is familiar with its contents, and that the Account Holder warrants that it is authentic, accurate and otherwise in compliance with Rule 11(e). If the Account Holder authorizes support staff to use his/her login name and password for purposes of filing documents with the Commission, the Account Holder remains ultimately responsible for ensuring that each filing submitted under his/her login name and password is in full compliance with Rule 11(e). The Commission, therefore, cautions each Account Holder to employ suitable monitoring procedures to ensure that any material filed under his/her account fully conforms to that Rule.

Account Holder Name

Affiliation

Address

Phone

Fax

Email Address

I, _____, recognize that as the Account Holder I remain responsible for the authenticity and accuracy of all documents filed under my login name and password and undertake to monitor filings with the Commission to safeguard that no unauthorized filing is made under my login name and password.

Signature of Account Holder

Privacy Act Notice: The collection of this information is authorized by 39 U.S.C. § 3603. This information will be used for administering the filing of documents in electronic form by participants in Postal Rate Commission proceedings. It may be publicly disclosed under the routine uses given in the Privacy Act system notice published at 64 Fed. Reg. 56819 (1999).