

# STATE OF NEW YORK DEPARTMENT OF PUBLIC SERVICE

THREE EMPIRE STATE PLAZA, ALBANY, NY 12223-1350

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## PUBLIC SERVICE COMMISSION

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*Secretary*

January 23, 2014

Dear Incumbent Local Exchange Carrier Executive:

Pursuant to Section 644.3 of the Commission's Rules and Regulations, Local Exchange Carriers (LECs) are required to submit an annual capital program filing, which is due **March 31, 2014**. The annual capital program filing forms for 2013<sup>1</sup> can be found in Excel format on the Department of Public Service website. ***Please review the form carefully, as we have made changes to the questions for this year.*** The forms are located at the following link: <http://www3.dps.ny.gov/W/PSCWeb.nsf/All/51CA74A6A12FD7DC852576BD004C1936?OpenDocument>.

Projections for the years 2016 and 2017 should be provided if the company prepares such data for its own purposes. To help facilitate staff review of the filing, please give detailed responses to each question. **Do not respond to any question with "Same as last year," or similar responses.**

**The Capital Program Report should be filed electronically.** A redacted report should be filed with the Secretary of the Commission at [secretary@dps.ny.gov](mailto:secretary@dps.ny.gov). To request **confidentiality** an un-redacted report should be filed with Donna Giliberto, Records Access Officer, at [recordsaccessofficer@dps.ny.gov](mailto:recordsaccessofficer@dps.ny.gov). Attached is a template of the confidential request form. Reference our agency's Matter No. **14-00024** on all materials filed in response to this request.

Should you have any question please contact Linda Dorsey at (518) 486-2448 or email at [linda.dorsey@dps.ny.gov](mailto:linda.dorsey@dps.ny.gov). You can also contact Steve Sokal at 518-486-2826, if you wish to discuss any general policy matters concerning the construction budget. Improper filings will be required to be refilled.

Sincerely,

Chad G. Hume

Director

Office of Telecommunications

Attachment

<sup>1</sup> This filing should not be confused with the Annual Report sent separately by the Secretary.

XX XX, 2014

Donna Giliberto  
Records Access Officer  
State of New York  
Public Service Commission  
Three Empire State Plaza  
Albany, New York 12223

Re: Motion For Trade Secret Status; Matter Number **14-00024**

Dear Ms. Giliberto:

*Telephone Company Name* respectfully requests that the information in the attached document be treated by the Commission and the Department of Public Service as trade secret information and confidential commercial information pursuant to Public Officers Law §§ 87(2) and 89(2), and the Commission's implementing regulation, 16 NYCRR § 6-1.3. The information in these documents, if made available publicly, would likely cause substantial injury to the competitive positions of *Telephone Company Name*. Accordingly, we respectfully request that the attached un-redacted documents be treated as confidential trade secret information and afforded all of the protections against public disclosure available for such information, as provided by law.

Should you have any questions regarding this request, please do not hesitate to contact me.

Respectfully submitted,

Name  
Title

Enclosures