

STATE OF NEW HAMPSHIRE

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the following certified rule(s) filed with the Director of Legislative Services, in accordance with RSA 541-A, the Administrative Procedures Act.

Document # #10837  
Relative to: Puc 1604.07(t) - Working Capital.  
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In all communications with this office concerning the above rule(s), please cite the appropriate document number, as indicated above.

A handwritten signature in cursive script that reads "Jill K. Sieveking".

Jill K. Sieveking, Director  
Office of Legislative Services

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information that has been submitted by the utility shall not be sufficient to allow the commission to properly evaluate the proposed tariff.

(d) A utility shall file an additional copy of the documentation required by this section as follows:

- (1) With the New Hampshire office of the consumer advocate at the same time the utility files its proposed case with the commission; and
- (2) With any intervenor, in the event the commission grants the intervenor's petition to intervene consistent with proprietary protection as granted by the commission.

Source. #6573, eff 9-10-97; ss #8428, eff 9-10-05; ss by #10535, eff 3-4-14

### Puc 1604.05 Notice of Intent to File Rate Schedules.

(a) Any utility intending to file a proposed rate schedule change pursuant to RSA 378 shall file with the commission and the New Hampshire office of consumer advocate written notice of its intent to file rate schedules at least 30 days prior to the actual filing of such schedules.

(b) The notice required by (a) above shall state the approximate amount of the proposed change in rates.

(c) Compliance with (a) and (b) above shall be deemed to have expired if the utility has not filed its proposed rate schedule with the commission by the earlier of the following:

- (1) Within 60 days of the commission's receipt of the written notice required in (a) above; or
- (2) If the commission has granted a utility's request for a waiver pursuant to Puc 201.05 of the 30 day notice requirement of (a) above and authorized it to file its proposed rate schedule earlier than 30 days, by the date established by such waiver.

(d) When a utility proposes that tariff revisions shall become effective on less than 30 days notice to customers, the utility shall submit a written request, which shall describe the reason for the request, for a waiver pursuant to Puc 201.05 for such authority.

Source. #6573, eff 9-10-97; ss #8428, eff 9-10-05; ss by #10535, eff 3-4-14

### Puc 1604.06 Filing Requirement Schedules.

(a) As part of a filing for a full rate case, a utility shall complete and submit to the commission the "Filing Requirement Schedules", the requirements of which are set forth in detail in Puc 1604.07.

Source. #6573, eff 9-10-97; ss #8428, eff 9-10-05; ss by #10535, eff 3-4-14

### Puc 1604.07 Contents of Filing Requirement Schedules.

(a) A utility shall include with the "Filing Requirement Schedules" required by Puc 1604.06 each of the following:

- (1) "Computation of Revenue Deficiency";
- (2) "Schedule 1 - Operating Income Statement";

- (3) "Schedule 1 Attachment - Pro Forma Adjustment Income or Expense";
- (4) "Schedule 1A - Property Taxes";
- (5) "Schedule 1B - Payroll";
- (6) "Schedule 1C - Normalization";
- (7) "Schedule 2 - Assets and Deferred Charges";
- (8) "Schedule 2A - Stockholders Equity and Liabilities";
- (9) "Schedule 2B- Material and Supplies";
- (10) "Schedule 2C - Contributions in Aid of Construction";
- (11) "Schedule 3 - Rate Base";
- (12) "Schedule 3A - Working Capital";
- (13) "Schedule 3 Attachment - Pro Forma Adjustment Rate Base"; and
- (14) "Schedule 3 Attachment - Name of Account".

(b) The "Computation of Revenue Deficiency" schedule for the test year ended shall include for the actual test period, the proposed required increase, and the pro forma test period, the following:

- (1) Rate base from "Schedule 3-Rate Base";
- (2) Rate of return;
- (3) Income required;
- (4) Adjusted net operating income from "Schedule 1";
- (5) Income deficiency;
- (6) Tax effect by percentage; and
- (7) Revenue deficiency.

(c) A utility shall provide on a document entitled "Schedule 1 - Operating Income Statement" revenue figures for the 12-month period, pro forma adjustments, adjustments to the test year, first preceding year and second preceding year.

(d) All utilities shall provide on the "Schedule 1 - Operating Income Statement" for each of the categories specified in (b) above, operating revenues and expenses, as follows:

- (1) Total operating revenues; and
- (2) Operating expenses, categorized as follows:
  - a. Fuel;
  - b. Production expenses;

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- c. Power purchased and interchanged;
  - d. Total cost of power;
  - e. Other operations;
  - f. Customers' accounting;
  - g. General administration;
  - h. Energy applications;
  - i. Customer service and sub-total;
  - j. Depreciation;
  - k. Investment tax credit adjustment;
  - l. Taxes other than income;
  - m. Taxes based on income;
  - n. Deferred taxes, including federal income taxes, and taxes from unbilled fuel costs; and
  - o. Total operating expenses and grand total.
- (e) In addition to the requirements of (d) above, gas utilities shall also include the following:
- (1) Operating revenues which include:
    - a. Firm revenues net of cost of gas adjustment (CGA);
    - b. Other revenues net of CGA;
    - c. CGA over or under collection; and
    - d. Total revenues; and
  - (2) Operating expenses for:
    - a. Cost of gas for firm customers;
    - b. Cost of gas for non-firm customers;
    - c. Production expenses;
    - d. Distribution;
    - e. Customer Accounting;
    - f. Sales and new business;
    - g. Administrative and General;
    - h. Amortization; and
    - i. Operating rents.

(f) In addition to the requirements of (d) above, telephone utilities shall also include the following:

(1) Operating revenues, less uncollectible operating revenues, categorized by RSA 374:8, I and II and Puc 406.03 for:

- a. Local service revenues;
- b. Toll service revenues;
- c. Access revenues; and
- d. Miscellaneous revenues less uncollectible operating revenues;

(2) Total operating revenue; and

(3) Operating expenses categorized by RSA 374:8, I and II and Puc 406.03 for:

- a. Plant specific;
- b. Plant non-specific;
- c. Customer operations;
- d. Corporation operations;
- e. Other expenses as specified;
- f. Accelerated depreciation; and
- g. Income credits and charges resulting from prior deferrals of federal income taxes.

(g) In addition to the requirements of (d) above, water and sewer utilities shall also separately list:

(1) Revenues on a monthly basis or, if revenues are not available on a monthly basis, on a quarterly basis; and

(2) Expenses categorized by:

- a. Production;
- b. Distribution;
- c. Sales and new business;
- d. Administrative;
- e. General; and
- f. Amortization.

(h) A utility shall provide on an individual document entitled "Schedule 1 Attachment - Pro Forma Adjustment Income or Expense", for each pro forma adjustment, an income or expense sheet identifying:

- (1) The name of the account;
- (2) A detailed explanation of the adjustment and reasons for the adjustment;

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- (3) A description of data and source of data;
- (4) Comparable data and source for at least 2 preceding years, where applicable;
- (5) Calculation of adjustments including explanation and justification of method used; and
- (6) The dollar amount of adjustment.

(i) A utility shall provide on a document entitled "Schedule 1A - Property Taxes" a listing of property taxes identifying the following:

- (1) Municipality where taxes paid;
- (2) Period of taxation;
- (3) Amount paid;
- (4) Amount accrued;
- (5) Amount not applicable to utility operations;
- (6) Pro forma adjustments;
- (7) Pro forma property tax;
- (8) The tax rate; and
- (9) Whether a discount was available, the tax rate, and whether the utility used the discount.

(j) A utility shall provide on a document entitled "Schedule 1B - Payroll", payroll figures for the 12-month test year, pro forma adjustments, and pro forma test year, the following:

- (1) Operation;
- (2) Maintenance;
- (3) Construction;
- (4) Plant removal; and
- (5) Any other accounts relating to payroll.

(k) Gas utilities shall provide a document entitled "Schedule 1C - Normalizations" and shall show thereon abnormal casualty losses, other extraordinary normalizations, and weather normalizations on the basis of actual and normal degree days calculated separately for each test year month.

(l) A utility shall provide a document entitled "Schedule 2 - Assets and Deferred Charges" including the following:

- (1) A balance sheet of assets and deferred charges for the 12-month period; and
- (2) The test year average of 13 monthly or 5 quarterly balance sheets for the first preceding year and second preceding year.

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(m) A utility shall provide for the periods shown in (l) above, a balance sheet of assets and deferred charges for the following:

- (1) Plant;
- (2) Other property;
- (3) Investments and funds;
- (4) Current, accrued and other assets;
- (5) Special deposits; and
- (6) Prepaid accounts and deferred charges.

(n) A utility shall provide on a document entitled "Schedule 2A - Stockholders Equity and Liabilities" a balance sheet for:

- (1) The 12-month period; and
- (2) The test year of 13 monthly or 5 quarter average for the first preceding year and second preceding year.

(o) A utility shall provide for the periods set forth in (n) above, stockholder equity as to each of the following:

- (1) Common stock equity and surplus;
- (2) Long term debt;
- (3) Preferred stock;
- (4) Current and accrued liabilities;
- (5) Deferred credits;
- (6) Operating reserves;
- (7) Accumulated deferred taxes on income; and
- (8) Contributions in aid of construction.

(p) A utility shall provide on a document entitled "Schedule 2B - Material and Supplies" indicating materials and supplies for:

- (1) The test year; and
- (2) The 13 monthly or 5 quarter average for the first preceding year and second preceding year.

(q) A utility shall describe, for the periods set forth in (m) above, materials and supplies, as to the following:

- (1) Transmission and distribution inventory;
- (2) Appliance inventory;

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- (3) Other material and supplies;
- (4) Maintenance inventory;
- (5) Station repair inventory; and
- (6) Telephone utilities only, non-telephone inventories;

(r) Water and sewer utilities shall provide a document entitled "Schedule 2C - Contribution in Aid of Construction" showing:

- (1) The name of contributor and year received;
- (2) Actual amount;
- (3) Original annual amount booked; and
- (4) Depreciation taken on contributed capital.

(s) A utility shall provide on a document entitled "Schedule 3 - Rate Base", for the jurisdictional pro forma test year average, jurisdictional 13 monthly or 5 quarter average, pro forma test year average and total 13 monthly or 5 quarter average, the following:

- (1) Plant in service minus accumulated depreciation;
- (2) Plant held for future use;
- (3) Net utility plant plus cash working capital, material and supplies and prepayments minus deferred taxes, investment tax credit, customer deposits and customer advances;
- (4) Rate base;
- (5) Net operating income applicable to the rate base; and
- (6) The rate of return.

(t) A utility shall describe on a document entitled "Schedule 3A - Working Capital", its working capital, based on a detailed lead-lag study. Utilities with gross revenues of less than \$50,000,000 may use a formula based on the length of ½ of the utility's billing cycle plus 30 days in lieu of a detailed lead-lag study.

(u) If a utility uses a lead-lag study as allowed in (t) above, the utility shall provide working papers showing the computation of working capital.

(v) A utility shall explain in detail in a document entitled "Schedule 3 Attachment-Pro Forma Adjustment Rate Base" the adjustment and how it was calculated.

(w) A utility shall provide a document entitled "Schedule 3 Attachment-Name of Account" which shall show, for each rate base item, the name of the account on which the item was entered for each month of the test year average, including the 13 monthly or 5 quarterly average.

Source. #6573, eff 9-10-97; ss #8428, eff 9-10-05; ss by #10535, eff 3-4-14; amd by #10837, eff 5-23-15



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## Appendix

Rule	Specific State Statute the Rule Implements
Puc 1601.01 (a) - (d)	RSA 365:8, V and XII
Puc 1601.01 (e)	RSA 365:8, V and XII; 378:9
Puc 1602.01 - 1602.09	RSA 365:8, V and XII
Puc 1603.01 - 1603.08	RSA 365:8, V and XII; 378:1-3
Puc 1604.01 - 1604.09	RSA 365:8, V and XII; 378:5-10
Puc 1605.01 - 1605.03	RSA 365:8, V and XII; 378:6
Puc 1606.01 - 1606.04	RSA 365:8, V and XII; 378:18