

**RULES  
OF  
THE TENNESSEE PUBLIC UTILITY COMMISSION**

**CHAPTER 1220-01-01  
PRACTICE AND PROCEDURE BEFORE THE COMMISSION**

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**1220-01-01-.01 DEFINITIONS.**

- (1) Any term used in these rules defined by statute shall have the meaning given to the term in that particular statute.
- (2) Any term defined in a chapter of these rules shall have the meaning as therein provided for that chapter.
- (3) In addition, for these rules generally, the following terms shall have the following meanings, unless the context requires otherwise:
  - (a) "Commission," when used to refer to an agency of the State of Tennessee, means the Tennessee Public Utility Commission.
  - (b) "Hearing Officer" includes "Hearing Examiner," as defined in T.C.A. § 65-2-111; "Administrative Judge," as defined in T.C.A. § 4-5-102(1); and "Hearing Officer," as defined in T.C.A. § 4-5-102(4).
  - (c) "Company" means any person subject to the regulatory jurisdiction of the Commission.
  - (d) "Confidential Information" means documents and information in any form that, under a protective order in a contested case, have been specifically designated by the producing party as confidential information, asserting that it should be protected from public disclosure and inspection.
  - (e) "Customer" means any person receiving services or goods from any company subject to the regulatory jurisdiction of the Commission.
  - (f) "Commission Conference" means a "meeting" as that term is defined in T.C.A. § 8-44-102(b)(2).
  - (g) "Person" means an individual or any form of organization recognized by law as an entity.
  - (h) "Proprietary Information" means documents and information in any form that, according to a protective order in a contested case, have been specifically designated by the producing party as proprietary company information and that the producing party in good faith considers to contain or constitute trade secrets, confidential research or development, or commercially sensitive information.

(Rule 1220-01-01-.01, continued)

- (i) “These Rules” means Chapters 1 through 4 of Rules 1220-01, including any subsequent amendments.
- (j) “Written” and “Writing” include printing, typewriting, or any other intentional reduction to readable form.
- (k) “Electronic Document” means any document created in a machine-readable format or converted to a word-searchable digital format. All electronic documents must comply with the Americans with Disability Act (ADA) requirements for web content accessibility guidelines (WCAG) 2.1 Level AA and any updates or modifications made to this standard.
- (l) “Docket Manager” means the Docket and Records Manager within the Commission’s Legal Division.

**Authority:** T.C.A. § 65-2-102. **Administrative History:** Original rule filed June 30, 2000; effective September 13, 2000. Administrative changes made to this chapter on April 27, 2018 pursuant to Public Chapter 94 of 2017; “Tennessee Regulatory Authority” references were changed to “Tennessee Public Utility Commission,” “Authority” references were changed to “Commission,” “Authority Director” references were changed to “Commissioner,” and “Chief” references were changed to “Director.” Amendments filed August 11, 2025; effective November 9, 2025.

#### **1220-01-01-.02 APPLICABILITY.**

- (1) Except as may be otherwise expressly provided by these rules or governing statutes, these rules shall apply to contested cases and Commission Conferences. These rules apply to arbitration proceedings held according to 47 U.S.C. § 252 (The Federal Telecommunications Act) unless otherwise specified. These rules do not apply to matters about the internal organization and functioning of the Commission.

**Authority:** T.C.A. §§ 4-5-102, 65-2-102, 65-2-108, 65-4-101, and 65-4-104. **Administrative History:** Original rule filed June 30, 2000; effective September 13, 2000. Administrative changes made to this chapter on April 27, 2018 pursuant to Public Chapter 94 of 2017; “Tennessee Regulatory Authority” references were changed to “Tennessee Public Utility Commission,” “Authority” references were changed to “Commission,” “Authority Director” references were changed to “Commissioner,” and “Chief” references were changed to “Director.” Amendments filed August 11, 2025; effective November 9, 2025.

#### **1220-01-01-.03 GENERAL FILING PROCEDURES.**

- (1) All documents filed with the Commission shall be filed to the attention of the Commission Docket Manager via email to TPUC.DocketRoom@tn.gov or by mail. Four (4) paper copies of the filing shall be mailed to the Docket Manager, whether or not the filing is made by email or mail. Originals shall be retained in the Commission’s official file.
- (2) All documents filed in a docketed proceeding shall contain a caption stating the style of the proceeding, the docket number, unless no docket number has been assigned at the time of filing, and title of the document being filed. All documents filed shall be signed by the party filing the same or by that party’s counsel. Where service is required, all documents filed shall contain a certificate, signed and dated by the person responsible for service, confirming that service has been made on the persons shown and how service was effectuated.
- (3) Upon receipt of the filing by the Docket Manager, all documents shall be marked to show the date and time of filing. Documents filed via email shall be marked using the time of receipt. Persons submitting documents for filing may request that the Docket Manager acknowledge receipt of the filing via email.

(Rule 1220-01-01-.03, continued)

- (4)
  - (a) All documents filed with the Docket Manager must be on 8 1/2" x 11" paper whenever possible. Other than those submitted on 8 1/2" x 11" paper, any physical exhibits must be accompanied by a copy or a description and explanation of the exhibit on 8 1/2" x 11" paper.
  - (b) All electronic documents shall be formatted to be printed on 8 1/2" x 11" paper.
  - (c) To the fullest extent possible, all spreadsheets or databases filed with the Commission shall have formulas visible and editable and include all dependencies to files provided to the Commission. Spreadsheets and databases do not need to be formatted to print on 8 1/2" x 11" paper.
- (5) Parties in a contested case in which a protective order has been entered who seek to file documents or information that they assert are confidential, shall file with the Commission requisite copies of said documentation in a sealed envelope or by separate email marked "confidential information," in accordance with the terms of the protective order, subject to the following:
  - (a) For each document or part of a document asserted to be confidential or proprietary, a statement explaining with reasonable specificity the basis, including citation to the law or rule relied upon for designating the document, as entitled to protection from public disclosure.
  - (b) Each page of any document designated as confidential or proprietary shall bear a mark indicating that it is filed as such.
  - (c) The provisions of this rule shall not abridge the right of any party, or the Commission on its initiative, to contest the designation of such information. Upon such challenge, the designation of information as proprietary or confidential may, by agreement, be removed and made public, or if there is no agreement, then removal may be made as determined by the Commission or Hearing Officer.
- (6) The Docket Manager may refuse to accept any document or filing that does not comply with these rules or for which the required fees or charges have not been tendered.

**Authority:** T.C.A. §§ 65-1-104, 65-2-102, and 65-2-103. **Administrative History:** Original rule filed June 30, 2000; effective September 13, 2000. Editorial changes made by the Secretary of State pursuant to Public Chapter 826 of 2002 by replacing "Executive Secretary" with "Chair of the Authority"; effective March 28, 2003. Administrative changes made to this chapter on April 27, 2018 pursuant to Public Chapter 94 of 2017; "Tennessee Regulatory Authority" references were changed to "Tennessee Public Utility Commission," "Authority" references were changed to "Commission," "Authority Director" references were changed to "Commissioner," and "Chief" references were changed to "Director." Amendments filed August 11, 2025; effective November 9, 2025.

#### **1220-01-01-.04 DOCKETING AND FILING FEES.**

- (1) Upon filing a document initiating any category of proceeding under these rules and the tendering of the requisite fees, the proceeding will be assigned a docket number that shall be used to identify all documents and exhibits filed in that proceeding.
- (2) The Docket Manager shall charge and collect all filing fees required by law.
- (3) For the filing fee for "petitions" authorized by T.C.A. § 65-2-103, "petitions" shall include any initial filing by any party, however captioned, which seeks action by the Commission and is not otherwise covered by an express statutory provision or a provision of these rules or other rules of the Commission.

(Rule 1220-01-01-.04, continued)

**Authority:** T.C.A. §§ 65-1-104 and 65-2-103. **Administrative History:** Original rule filed June 30, 2000; effective September 13, 2000. Editorial changes made by the Secretary of State pursuant to Public Chapter 826 of 2002 by replacing “Executive Secretary” with “Chair of the Authority”; effective March 28, 2003. Administrative changes made to this chapter on April 27, 2018 pursuant to Public Chapter 94 of 2017; “Tennessee Regulatory Authority” references were changed to “Tennessee Public Utility Commission,” “Authority” references were changed to “Commission,” “Authority Director” references were changed to “Commissioner,” and “Chief” references were changed to “Director.” Amendments filed August 11, 2025; effective November 9, 2025.

#### **1220-01-01-.05 WAIVER OF RULES.**

- (1) For good cause, including expediting the disposition of any matter, the Commission may waive the requirements or provisions of any of these rules in a particular proceeding on its initiative or the motion of a party, except when a rule embodies a statutory requirement. The Commission shall state the basis of any such waiver and may impose conditions or limitations consistent with the basis for the construction of these rules.
- (2) A party may waive the benefits or rights of that party expressed in any rule, but may not waive the fulfillment of any duty.

**Authority:** T.C.A. § 65-2-102. **Administrative History:** Original rule filed June 30, 2000; effective September 13, 2000. Administrative changes made to this chapter on April 27, 2018 pursuant to Public Chapter 94 of 2017; “Tennessee Regulatory Authority” references were changed to “Tennessee Public Utility Commission,” “Authority” references were changed to “Commission,” “Authority Director” references were changed to “Commissioner,” and “Chief” references were changed to “Director.” Amendments filed August 11, 2025; effective November 9, 2025.

#### **1220-01-01-.06 HEARINGS AND COMMISSION CONFERENCES.**

- (1) All contested case hearings, public hearings under rulemaking, and any other hearings according to these rules shall be held at such locations, dates, and times as may be established in the official notice of hearing or by order of the Commission.
- (2) The Commission shall convene monthly Commission Conferences, which may be waived or rescheduled at the Commission’s discretion, along with any special meetings at locations, dates, and times designated by the Commission. Meeting information for the Commission Conference will be included in the Conference agenda or other public notice.
- (3) On its initiative or the motion of any party, the Commission may fix the place, date, and time of any hearing as it deems appropriate.

**Authority:** T.C.A. §§ 65-1-103, 65-2-102, and 65-2-108. **Administrative History:** Original rule filed June 30, 2000; effective September 13, 2000. Administrative changes made to this chapter on April 27, 2018 pursuant to Public Chapter 94 of 2017; “Tennessee Regulatory Authority” references were changed to “Tennessee Public Utility Commission,” “Authority” references were changed to “Commission,” “Authority Director” references were changed to “Commissioner,” and “Chief” references were changed to “Director.” Amendments filed August 11, 2025; effective November 9, 2025.

#### **1220-01-01-.07 REPEALED.**

**Authority:** T.C.A. §§ 65-1-112 and 65-2-102. **Administrative History:** Original rule filed June 30, 2000; effective September 13, 2000. Editorial changes made by the Secretary of State pursuant to Public Chapter 826 of 2002 by replacing “Executive Secretary” with “Chair of the Authority”; effective March 28, 2003. Administrative changes made to this chapter on April 27, 2018 pursuant to Public Chapter 94 of 2017; “Tennessee Regulatory Authority” references were changed to “Tennessee Public Utility

(Rule 1220-01-01-.07, continued)

*Commission,” “Authority” references were changed to “Commission,” “Authority Director” references were changed to “Commissioner,” and “Chief” references were changed to “Director.” Repeal filed March 4, 2019; effective June 2, 2019.*

#### **1220-01-01-.08 PETITION FOR ACTION NOT OTHERWISE COVERED.**

- (1) Any person seeking permission to take some action not otherwise covered by these rules may file a petition stating the nature of the relief sought, the jurisdiction of the Commission to grant such relief, and the grounds upon which such relief may be granted. Where any such petition seeks relief against or otherwise involves the rights or duties of any other person, the petitioner shall serve a copy of the petition on such other person. Within a reasonable time after receiving any such petition, the Commission shall decide whether it has jurisdiction to entertain the petition, whether the petition should be disposed of under some procedure covered explicitly by these rules, and, if not, what procedure should be followed. An appropriate order shall be entered accordingly.

**Authority:** T.C.A. § 65-2-102. **Administrative History:** Original rule filed June 30, 2000; effective September 13, 2000. Administrative changes made to this chapter on April 27, 2018 pursuant to Public Chapter 94 of 2017; “Tennessee Regulatory Authority” references were changed to “Tennessee Public Utility Commission,” “Authority” references were changed to “Commission,” “Authority Director” references were changed to “Commissioner,” and “Chief” references were changed to “Director.” Amendments filed August 11, 2025; effective November 9, 2025.

#### **1220-01-01-.09 REQUIRED NOTICES TO THE COMMISSION.**

- (1) Each company regulated by the Commission shall furnish the Docket Manager with the name and address of each individual or office to receive notices from the Commission. Each company shall be responsible for ensuring that such information is kept current by promptly notifying the Docket Manager in writing regarding the effective date of any changes.

**Authority:** T.C.A. §§ 65-2-102 and 65-2-103. **Administrative History:** Original rule filed June 30, 2000; effective September 13, 2000. Editorial changes made by the Secretary of State pursuant to Public Chapter 826 of 2002 by replacing “Executive Secretary” with “Chair of the Authority”; effective March 28, 2003. Administrative changes made to this chapter on April 27, 2018 pursuant to Public Chapter 94 of 2017; “Tennessee Regulatory Authority” references were changed to “Tennessee Public Utility Commission,” “Authority” references were changed to “Commission,” “Authority Director” references were changed to “Commissioner,” and “Chief” references were changed to “Director.” Amendments filed August 11, 2025; effective November 9, 2025.

#### **1220-01-01-.10 SERVICE.**

- (1) Unless stated otherwise in these rules or directed by the Commission or a Hearing Officer, all documents filed in any proceeding, including notices and orders, must be served on each party involved in that proceeding.
- (2) Whenever service is required or permitted to be rendered upon a party represented by counsel under these rules, service shall be made upon such counsel, unless the Commission orders service upon the party. Service upon counsel or a party shall be made by delivering to the office of such person a copy of the document to be served, mailing it by first-class mail, or sending it by electronic mail to such person’s address as shown on a mailing or service list furnished by the Docket Manager. Service upon all parties of record shall be made in the same manner. Service by first-class mail is complete upon mailing.

**Authority:** T.C.A. § 65-2-102. **Administrative History:** Original rule filed June 30, 2000; effective September 13, 2000. Editorial changes made by the Secretary of State pursuant to Public Chapter 826 of 2002 by replacing “Executive Secretary” with “Chair of the Authority”; effective March 28, 2003.

(Rule 1220-01-01-.10, continued)

*Administrative changes made to this chapter on April 27, 2018 pursuant to Public Chapter 94 of 2017; "Tennessee Regulatory Authority" references were changed to "Tennessee Public Utility Commission," "Authority" references were changed to "Commission," "Authority Director" references were changed to "Commissioner," and "Chief" references were changed to "Director." Amendments filed August 11, 2025; effective November 9, 2025.*

**1220-01-01-.11 TIME.**

- (1) In computing any period of time, the date of the act or the event after which the designated period begins to run is not to be included. The last day of the period, as computed, is to be included unless it is a Saturday, Sunday, legal holiday, or a day when the Commission is closed. In this event, the period runs until the end of the next day, not a Saturday, Sunday, legal holiday, or day when the Commission is closed. When the time prescribed or allowed is one week or less, intermediate Saturdays, Sundays, and legal holidays shall be excluded from the computation. However, when the time is fixed by statute, the time shall be computed as provided in T.C.A. § 1-3-102.
- (2) Any filing required by the Commission by a date-certain shall be filed with the Docket Manager by 2:00 p.m. on that date.
- (3) When these rules, a notice, or any order entered in a proceeding requires or allows an act to be done in the proceeding or within a specified time, the Commission or Hearing Officer may, for cause shown, at any time:
  - (a) Extend the specified time without motion or notice;
  - (b) Order the period enlarged, if a motion is filed before the expiration of the period originally prescribed or as extended by a previous order; or
  - (c) Upon motion after the expiration of the specified period, permit the act to be done where failure to act resulted from excusable neglect; but the time for taking any action may not be extended when that time is fixed by statute.

**Authority:** T.C.A. § 65-2-102. **Administrative History:** Original rule filed June 30, 2000; effective September 13, 2000. Editorial changes made by the Secretary of State pursuant to Public Chapter 826 of 2002 by replacing "Executive Secretary" with "Chair of the Authority"; effective March 28, 2003. Administrative changes made to this chapter on April 27, 2018 pursuant to Public Chapter 94 of 2017; "Tennessee Regulatory Authority" references were changed to "Tennessee Public Utility Commission," "Authority" references were changed to "Commission," "Authority Director" references were changed to "Commissioner," and "Chief" references were changed to "Director." Amendments filed August 11, 2025; effective November 9, 2025.