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#09-03

January 30, 2009

TO: PTA Member Companies
FROM: Steven J. Samara 
RE: Biennial NMP Update Report

As you are aware, the Biennial NMP Update Report for your company, for the period ending December 31, 2008, is due at the Commission by March 31, 2009. You should use the same forms that you used in March 2007 when this report was last filed.

Blank NMP forms are available on the Commission website at the following URL: (http://www.puc.state.pa.us/telecom/telecom_biennial_nmp_forms.aspx). However, some of these forms were modified as a result of discussions with Commission staff, and the forms as posted on the PUC's website do not reflect those changes. Accordingly, if you use the forms that you used in 2007, you will be sure to match the filing as it was last made. In addition, *after* your original filing, the Commission requested additional public disclosures, and revised pages were filed. These included a Revised Public Version, Executive Summary and Discussion, pages 1 and 2 (disclosing total access lines, but not Res/Bus breakout or total customers), and Revised Public Version, Attachment B, DSL Availability Status Sheets, pages 1 and 2 of 3 (disclosing total access lines in column (b) and % DSL qualified in column (d) on page 1, and adding an asterisk and footnote on page 2 disclosing whether exchanges are 100%, partial, or not deployed). Be sure to include these revisions when making your 2009 filing.

In addition, please make your filing in accordance with the following:

Public and Confidential copies of the Entire Report must be filed.

- File one paper copy each (public and confidential) of the entire Biennial NMP Update Report with the Secretary of the Commission. (This is the official copy).
- Serve one paper copy each (public and confidential) of the entire Biennial NMP Update Report with the Fixed Utility Services (FUS) Telco Group, attention Jani Tuzinski, Telecommunications Manager, Bureau of Fixed Utility Services, Pennsylvania Public Utility Commission, P.O. Box 3265, Harrisburg PA 17105-3265. (This separate copy is a courtesy copy.)

- Serve electronic copies of each entire Biennial NMP Update Report (public and confidential), including all the individual subfiles, with the FUS Telco Group. (These electronic files may be provided to FUS via U.S. Mail on a CD-ROM, or may be emailed to jstrausbau@state.pa.us.)
- Include a cover page before each attachment.

Electronic files must be submitted in their original Microsoft Word and Microsoft Excel format – no WordPerfect files. Be sure that the words “Public Version” and “Proprietary Version” or “Highly Confidential Version” appear prominently on both your electronic and hard copies. While both “Proprietary” and “Highly Confidential” information remain confidential, information labeled “Proprietary” is held to a lesser standard of disclosure than is information labeled “Highly Confidential,” with the latter being provided only to outside parties’ counsel of record and experts that are not involved in marketing, product development, etc.

To ensure confidential treatment, the Commission requires that a Petition for Protective Order also accompany the filing.

If you are filing on behalf of more than one company, do not commingle files from different companies on one filing. Provide each company’s official and courtesy paper and electronic files in separate filings as described above.

Remember, each company has a separate P-Docket Number associated with its individual Chapter 30 Plan, which includes its NMP. This docket number should appear on your cover letter to the filing.