



FERCPIPELINE.LAWYER

FERC PIPELINE PROCESS 101

Find & File at FERC

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LOCE PLLC
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Registering for FERC e-Filing

Step 1: Go to www.ferc.gov

Step 2: Under Documents & Filings on top bar, click eRegister



Documents & Filing >> FERC Online >> eRegistrar

eRegister

TEXT SIZE S M L

Register to gain access to FERC Online applications



Step 3: Click the orange box that says eRegister

By registering, you will receive a single user id and password that allows you to transact virtually all of your business with FERC. eRegistration does not grant access to non-public material in eLibrary – see [here](#) for more information.

Step 4: Fill out your Name, email address, and choose a password

Create FERC Online Account

Name Prefix:

* First Name:

Middle Initial:

* Last Name:

Name Suffix:

* eMail address:


* Confirm eMail address:

* Password:

Note: Password should be between 8 and 12 characters and contain at least one numeric or special character.

* Confirm Password:

Type the characters you see in the picture



Step 5: Type the characters you see in the black box (Ex. 3TYN9)

Step 6: Important*

Make sure you click Next to be able to use eFiling on website

You may complete your registration at this point, however, without completing the full registration, you will be limited to eSubscription among the functions requiring login.
Proceed to full registration, allowing the use of eFiling and Query Service List.

Step 7: Fill out address and phone number

Title:

* Street Address:

* City:

* State:

* Zip Code:

* Country:

* Phone Number: i.e. 555-555-5555 or 011-52-1234-123456

Fax Number:

Step 8: Click Next

Identify your employer. For example: a law firm or energy company already in FERC's mailing lists.

Employer:

If you are a private citizen, you may leave this blank.

Step 9: No need to fill out any information on this page because you are a private citizen

Please provide an alternate contact from your organization in case we are unable to contact you. This person should be a supervisor or co-worker that can act on your behalf. This is not required if you are a private citizen.

Name:

Phone Number: i.e. 555-555-5555 or 011-52-1234-123456

eMail Address:

Confirm eMail Address:

Step 10: Click Next

Step 11: At this point a verification email has been sent to the email address you previously provided. Go to that email to verify your account

A verification eMail has been sent to you the eMail address you specified. Please click on the link to validate your eMail address and complete the FERC Online registration process.

aRegistrationProd@ferc.gov

2:27 PM (0 minutes ago)

to me

Dear Carolyn Elefant,

Your user ID for FERC Online is carolyn_elefant@gmail.com and you have been assigned FERC ID #F302029.

Click here <https://ferconline.ferc.gov/eregistrationconfirm.aspx?hashcode=vq7drcwp9HXtbu0Nwd13g> to confirm your email address and complete your registration.

Information about eRegistration is available at <https://www.ferc.gov/docs-filing/eregistration.asp>

If you have questions or problems, please send an email to ferconlinesupport@ferc.gov

Step 12: Click on the second link in the verification email to confirm your email address and complete your registration

Filing an eComment with FERC

***Important:** Make sure you write your comment in a word document before proceeding with the FERC eComment process to avoid time-out limits. You will be able to copy and paste your comment from Word into the comment box. The application will time-out after 35 minutes of inactivity.

****Your eComment has a 6,000 character limit**

Step 1: Go to www.ferc.gov

Step 2: Under Documents & Filings on top bar, click eComment



Documents & Filing >> FERC Online >> eComment

eComment

TEXT SIZE S M

eComment does not require eRegistration
Click here to Proceed!

Step 3: Click the orange box that says eComment

August 13, 2013 – eFiling and eComment are now compliant with Internet Explorer v10

IMPORTANT - READ BEFORE YOU BEGIN: After you submit an eComment request, you will receive an email from ferc.gov with a link to the comment system. Your system must not block emails from ferc.gov.

Please create your comments in a Word or Text file (up to 6,000 characters) before you begin, then copy/paste them in the eComment Text Box to avoid time-out limits. The application will time-out after 35 minutes of inactivity.

If you are not filing as an individual or if you are filing a motion to intervene, you must have an eRegistration account and use the Commission's eFiling system.

Name*: Carolyn Elefant

Street Address*: 7315 Wisconsin Ave. **

Street Address 2: Suite 400 **

City*: Bethesda

State*: MARYLAND

Zip Code*: 20814 **

E-mail Address*: carolyn.elefant@gmail.com **

Confirm E-mail Address*: carolyn.elefant@gmail.com **

Phone: 2022976100 **

Docket: [Hydro Project Search](#)

Step 4: Fill out Name, Address, email address, and phone number

Step 5: Enter the docket number for the case you would like to make a comment and click search

Step 6: Click the blue + on the right side, under Select

You can search for dockets to insert. Please note that you can only comment on a maximum of 2 Dockets or Projects at a time.

Search

Enter Docket Number: Search (e.g. CP08-10 or P-12485)

Docket	Description	Applicant/Filer	Select
PF15-6-000	Atlantic Coast Pipeline Pre-Filing Request of Dominion Transmission, Inc. under PF15-6.	Dominion Transmission, Inc.	

***After you click the blue + the docket should show up like this under Selected Dockets**

Selected Dockets:

Docket	Description	Applicant/Filer	Remove
PF15-6-000	Atlantic Coast Pipeline Pre-Filing Request of Dominion Transmission, Inc. under PF15-6.	Dominion Transmission, Inc.	

Step 7: Copy and paste the 6,000 character max comment you have previously written in a Word Document

Step 8: Click Send Comment

Comment: Carolyn Elefant, Bethesda, MD.

Characters remaining:

Filing a Document-less Intervention with FERC

***Important: Must register to gain access to FERC applications such as filing an intervention**

****Make sure you write your intervention description in a word document before proceeding with the FERC Document-less intervention process to avoid time-out limits. You will be able to copy and paste your intervention from Word into the text box.**

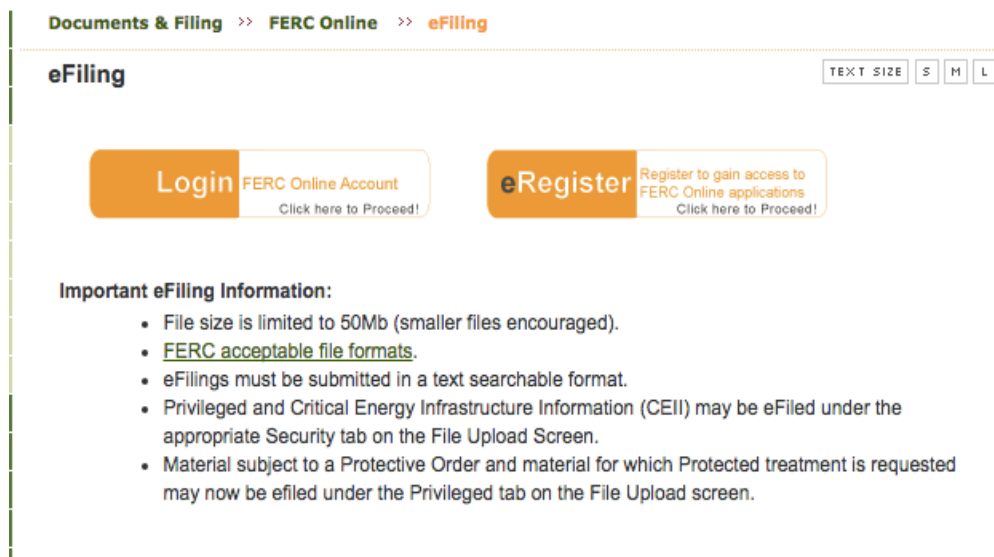
****Your intervention has a 6,000 character limit (Recommended content listed in Step 11)**

Step 1: Go to www.ferc.com

Step 2: Under Documents & Filings on top bar, click eFiling



Step 3: Click the orange box that says Login FERC Online Account



Step 4: Enter email address and password used earlier to register on FERC website

Registered eMail address or FERC ID:

Password:

[Forgot/Reset Password?](#)

FERC Online Home Page

Welcome to FERC Online! FERC Online is the single entry point for all of FERC's electronic access applications. If you have not previously eRegistered with FERC Online, please use the *New Registration* link on the left menu to do so. Once you are registered, you will be able to login to FERC Online to eSubscribe and eFile.

FERC Online Applications

- [Company Registration](#) - Submit Company Registration Requests
- [eFiling](#) - Submit documents electronically
- [eSubscription](#) - Subscribe to electronically receive all information related to a docket without intervening
- [eComment](#) - Submit an eComment electronically
- [Query Mailing List/Recipients by State](#) - View and download lists of postal mail addresses for contacts associated with FERC docketed proceedings. Also, view and download a mailing list of all contacts who reside in a specific state
- [Query Service List](#) - View and download lists of contacts receiving service in FERC docketed proceedings
- [My Service List](#) - View and download lists of dockets associated with the current logged in user
- [eLibrary](#) - Search and retrieve electronic documents related to proceedings
- [eTariff Viewer](#) - Browse and Search Tariffs

Current FERC Time: **3:42:54 PM** Eastern

Step 5: Click eFiling under FERC Online Applications

Step 6: Click General under “How is your filing to be directed?”

Step 7: Click Intervention under “What kind of filing are you making?”

Step 8: Click (doc-less) Motion to Intervene under “Filing Type (Fee)”

Filing Type

How is your filing to be directed?	What kind of filing are you making?	Filing Type (Fee)
<ul style="list-style-type: none"> General Annual Charges Hearing/ALJ Gas Electric Oil Hydro: Washington DC Hydro: Regional Office 	<ul style="list-style-type: none"> (Fee) Petition for Declaratory Order (not under FPA Part 1) (Fee) Request for Interpretation by Gen. Counsel (not under FPA Audit Material(to Office of Enforcement; not posted to eLibrary) Comment (on Filing, Environ. Report,or Tech Conf) Comment on Rulemaking (RM, PL, AD dockets) Intervention Motion (other than Intervention) Petition for Declaratory Order under FPA Part 1 Protest Request for Interpretation by Gen. Counsel under FPA Part 1 Request for Rehearing Request to Update Service, Mailing, or Corporate Officials Lists Response to Complaint 	<ul style="list-style-type: none"> (doc-less) Motion to Intervene (doc-less) Out-of-Time Motion to Intervene Motion to Intervene Out-of-Time

Step 9: Enter the Docket number for the case you would like to intervene and click Search

Step 10: Click the blue + on the right side, under Select

Select Docket

Search and select all dockets and sub-dockets for your submission.

You can search for dockets or click the Quick Entry tab if you already know the docket numbers you want to insert.

Search

Enter Docket Number: (e.g. ER08-10)

Docket	Description	Applicant/Filer	Select
CP13-81-000	Columbia Gas Transmission, LLC's Prior Notice Application to Replace Rockport Compressor Station.	Columbia Gas Transmission, LLC	+

***After you click the blue + the docket should show up like this under Selected Dockets**

Selected Dockets:			
Docket	Description	Applicant/Filer	Remove
PF15-6-000	Atlantic Coast Pipeline Pre-Filing Request of Dominion Transmission, Inc. under PF15-6.	Dominion Transmission, Inc.	

Step 11: Copy and paste the 6,000 character max Intervention Description you have previously written

Should include:

- 1) Name and contact info
- 2) How the pipeline impacts you
- 3) Name your concerns
- 4) Whether you oppose, support, or are neutral

Step 12: Click Next

Document-less Intervention Description

1) Name and contact info
2) How you are impacted by the pipeline
Ex. pipeline crosses my property
3) Name your concerns
4) Whether you oppose, support or are neutral

Characters remaining:

Step 13: Click As an Individual

Specify Filing Parties

On behalf of another Party(ies) As an Individual

Step 14: Click Next

Step 15: Enter email and click Add as Signer

Filing Party Individual

Contact Email:

Step 16: Click Next

- No Contacts selected. -

Step 17: Either modify description to describe your submission or keep the description as is

Submission Description

Please modify the description to accurately describe your submission.

(doc-less) Motion to Intervene of Carolyn Elefant under CP13-81-000.

Characters remaining:

Step 18: Click Next

Step 19: Ensure that the Docket number, description and your email are correct

Step 20: Click Submit to officially submit filing to FERC

Summary

You must click the Submit button to officially submit filing to FERC.

Submission Description (doc-less) Motion to Intervene of Carolyn Elefant under CP13-81-000.

Submission Date 6/29/2015 3:49:00 PM

Docket	Description	Applicant/Filer
CP13-81-000	Columbia Gas Transmission, LLC's Prior Notice Application to Replace Rockport Compressor Station.	Columbia Gas Transmission, LLC

Text On-line/Document-less Text

Filing Party	Signer (Representative)	Other Contacts (Principal)
Individual	carolyn.elefant@gmail.com	

Searching the FERC Docket

Searching the FERC e-Library using a Text Search

Step 1: Go to www.ferc.gov

Step 2: Under Documents & Filings on top bar, click eLibrary



Step 3: Click General Search under Search Options



General Search

Date Range: Filed Date Posted Date

From 05/29/2015 To 06/29/2015
 During the previous 1 year(s).
 During the previous 1 month(s).
 During the previous 1 days(s).
 All

Category: Submittal
 Issuance

Library: All listed below
 Electric Hydro
 Natural Gas Rulemaking
 Oil General

Docket Number: Example: ER01-12-, GP99-19, P-1324-*, ER03*
An asterisk (*) specifies a wildcard search. [Docket Prefix Info](#)

Sub Docket: All
 List:
Note: To enter several sub docket numbers, separate values with a comma.

Document Type: [Class/Type Info](#)
Class: **Type:**

Text Search: Description [Search Tips](#)
 Full Text

Full Text searches rely upon the content of the FERC PDF, which may be incomplete. Accordingly, not all documents may be returned.

Results Per Page:

***This is the screen you should see**

Step 4: Pick the dates you want to search between or choose a previous time period to search

Date Range: Filed Date Posted Date

From 01/01/2015 To 06/29/2015
 During the previous 1 year(s).
 During the previous 1 month(s).
 During the previous 1 days(s).
 All

Step 5: Choose to search Submittals, Issuances or both (If you are unsure what you are searching for check both)

Category: Submittal
 Issuance

Step 6: Type key words or a phrase in the Text Search box (phrases in parenthesis achieve the best result)

Text Search: Description [Search Tips](#)
 Full Text

Full Text searches rely upon the content of the FERC PDF, which may be incomplete. Accordingly, not all documents may be returned.

Step 7: Click Submit

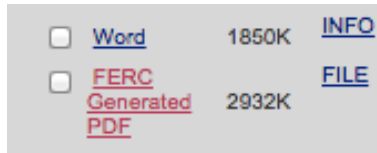
Results Per Page:

Hits: 52

Category/Accession	Doc Date/Filed Date	Docket Number	Description	Class/Type	Files
Issuance 20150618-4005	06/18/2015 06/18/2015	PF15-6-000 PF15-6-000	Project update for the Supply Header Project and Atlantic Coast Pipeline Project under PF15-5 et al. LMB Availability: Public Highlighted Version	FERC Correspondence With Applicant / General Correspondence	<input type="checkbox"/> Word <input type="checkbox"/> FERC Generated PDF
Issuance Submittal 20150611-0061	06/11/2015 06/11/2015	PF15-6-000	Comments of David Gorman regarding Atlantic Coast Pipeline Project under PF15-6. Availability: Public Highlighted Version	Comments/Protest / Comment on Filing	<input type="checkbox"/> Image <input type="checkbox"/> FERC Generated PDF
Issuance 20150608-0092	06/03/2015 06/03/2015	PF15-6-000	Response to Representative David Rouzer's 4/28/15 letter re the Atlantic Coast Pipeline Project under PF15-6. Availability: Public Highlighted Version	Informational Correspondence / Informational Correspondence (Miscellaneous Issuances)	<input type="checkbox"/> Image <input type="checkbox"/> FERC Generated PDF
Issuance 20150602-0298	05/29/2015 05/29/2015	PF15-6-000	Response to US Representative Bob Goodlatte's 8/29/15 letter forwarding the Monacan Indian National Tribal Council's letter re the Atlantic Coast Pipeline Project under PF15-6. Availability: Public Highlighted Version	Informational Correspondence / Informational Correspondence (Miscellaneous Issuances)	<input type="checkbox"/> Image <input type="checkbox"/> FERC Generated PDF
Issuance 20150521-4007	05/21/2015 05/21/2015	PF15-6-000 PF15-5-000	Transcript of 5/17/15 technical conference held in Farmville, VA re the Supply Header Project et al under PF15-5 et al. Availability: Public Highlighted Version	Transcript / Conference/Meeting Transcript	<input type="checkbox"/> Word <input type="checkbox"/> Text <input type="checkbox"/> FERC Generated PDF

Step 8: Scroll until you find the document you are searching for

Step 9: Once you select a document, click FERC Generated PDF on the right side of the screen



***Example document found using that search**

NEXT STEPS

We are currently reviewing and commenting on the information provided in the Applicants' draft resource reports. Our final comments on the draft resource reports will be issued on our public docket. This fall, the Applicants plan to file their applications and final resource reports. When we have all the information necessary to complete our analysis and write the EIS, we will issue a Notice of Schedule for Environmental Review. This notice will announce the target date for issuing the final EIS and disclose the federal authorization action/decision deadline for other agencies.

When the draft EIS is completed, a Notice of Availability will appear in the Federal Register, and the EIS will be mailed to the environmental mailing list for this proceeding. There will be a public review period to comment on the document. The comments we've received so far have helped the environmental and engineering staff identify and evaluate the potential impacts of the projects. Please stay involved and consider filing comments on the draft EIS when it is available. Staff will then complete the final EIS.

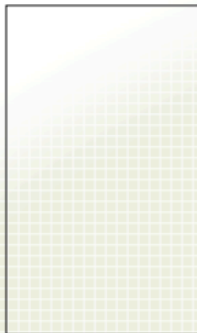
The Commission will consider the findings of the final EIS, along with all information in the record including non-environmental information, when it makes its decision on whether to approve or deny the projects.

HOW TO STAY INFORMED

Go to the FERC website at <http://www.ferc.gov>. Click on the eLibrary link, click on "General Search" and enter the docket number (i.e., PF15-5 for SHP or PF15-6 for ACP). Be sure you have selected an appropriate date range. For assistance, please contact FERC Online Support at FERCOnlineSupport@ferc.gov or toll free at 1-866-208-3676.

In addition, the FERC offers a free service called eSubscription that allows you to keep track of all issuances and submittals in specific dockets. Using this service can reduce the amount of time you spend monitoring our website by automatically providing you with electronic notification when new items are posted and providing direct links to the documents. To register for this service, go to: http://www.ferc.gov/done_files/eSubscription.asp

FEDERAL ENERGY
REGULATORY COMMISSION
888 First Street NE
Washington, DC 20426
<http://www.ferc.gov>



Federal Energy
Regulatory
Commission

Office of Energy
Projects

PROJECT UPDATE FOR THE SUPPLY HEADER PROJECT AND ATLANTIC COAST PIPELINE PROJECT

June 2015

PF15-5-000 and PF15-6-000



****If you know the Docket number for the case you are searching you can simplify the search by entering that here on the general search page:**

Docket Number: Example: ER01-12-, GP99-19, P-1324-*, ER03*
An asterisk (*) specifies a wildcard search. [Docket Prefix Info](#)

Sub Docket: All
 List:

Note: To enter several sub docket numbers, separate values with a comma.

***All other steps remain the same as a search using a text search**