



# PUBLIC NOTICE

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## MEDIA BUREAU ANNOUNCES COMMENCEMENT OF MANDATORY ELECTRONIC FILING FOR CABLE SPECIAL RELIEF PETITIONS AND CABLE SHOW CAUSE PETITIONS VIA THE ELECTRONIC COMMENT FILING SYSTEM

Effective January 3, 2012, the Commission will no longer accept and consider new Cable Special Relief (CSR) and Cable Show Cause (CSC) petitions filed on paper. As of that date, such petitions must be submitted electronically, utilizing the Commission's Electronic Comment Filing System (ECFS).<sup>1</sup> This change in filing procedures is made pursuant to Section 1.49(f) of the Commission's Rules, as recently amended in the Commission's Report and Order released on February 4, 2011.<sup>2</sup> Therein, the Commission revised portions of its Part 1 practice and procedural rules and its Part 0 organizational rules to increase the efficiency of Commission decision-making and modernize the agency's processes in the digital age.<sup>3</sup> The Commission implemented the requirement by Public Notice on November 22, 2011.<sup>4</sup>

Electronic filing of new CSR and CSC petitions is mandatory. Should the Commission receive such a petition on paper, we will return it to the filer with instructions on how to file it electronically. Waivers of this requirement will not be considered unless the filer demonstrates that the filing cannot be made electronically.

### How to File

The Media Bureau has opened **MB Docket No. 12-1** ("Cable Special Relief and Cable Show Cause Petitions for 2012") for electronic filing of CSR and CSC petitions. MB Docket No. 12-1 will serve as a holding area for all such petitions until they have been reviewed and placed on public notice by the Media Bureau. Upon review and acceptance of each petition, the Media Bureau will assign either a CSR or CSC number to the petition. It will then assign a new docket number to each petition and issue a Special Relief and Show Cause Petition Public Notice containing the filing information and guidelines.

Anyone may search for petitions electronically filed via ECFS by using MB Docket No. 12-1 in the proceeding number field. Once the Media Bureau has issued a Special Relief and Show Cause Petition Public Notice, you can find the petition at issue by using the newly assigned docket number or

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<sup>1</sup> The revised procedures announced herein pertain only to the filing of CSR and CSC petitions. The documentation required for the electronic filing of CSR and CSC petitions is the same as that currently required for their filing on paper.

<sup>2</sup> *Amendment of Certain of the Commission's Part 1 Rules of Practice and Procedure and Part 0 Rules of Commission Organization*, Report and Order, 26 FCC Red 1594 (2011).

<sup>3</sup> *Id.* at 1594-95, para. 1.

<sup>4</sup> 76 Fed. Reg. 77,533 (Dec. 13, 2011).

the CSR or CSC number. Enter the CSR or CSC number into the Bureau Identification Number field in ECFS.

Persons filing petitions via ECFS should be sure to record the confirmation number generated by ECFS at the time the petition is filed for use, in case issues arise concerning the status of the filing. If you do not receive a confirmation number, the petition was not successfully filed and you should contact the ECFS customer support staff at 202-418-0193 or [ecfshelp@fcc.gov](mailto:ecfshelp@fcc.gov) for assistance.

Pursuant to Section 76.7 of the Commission's Rules, you should include the following documentation in filing any CSR petition. The documentation required for the electronic filing of CSRs and CSCs is the same as currently required for paper filings; the substance has not changed, only the means.

- "Requests should set forth clearly and concisely the facts relied upon, the relief sought, the statutory and/or regulatory provisions (if any) pursuant to which the request is filed and under which relief is sought, and the interest of the person submitting the request." 47 C.F.R. §1.41
- Statement of relief requested. 47 C.F.R. §76.7(a)(4).
- Information required by the relevant rule section under which a complaint or request for exemption is being filed. 47 C.F.R. §76.7(a)(2).
- All documentation necessary to support the request. 47 C.F.R. §76.7(a)(4).
- Certificate of service. 47 C.F.R. §76.7(a)(3).
- Payment verification of the filing fee required in Section 1.1104(9)(g) of the Rules. 47 C.F.R. §76.1104(9)(g). This will be an FCC Form 159 or the confirmation documents from Fee Filer (<http://transition.fcc.gov/fees/feefiler.html>).<sup>5</sup>
- When requesting that filings be withheld from public inspection pursuant to Section 0.459 of the Commission's Rules, a redacted copy of the filing should be submitted in ECFS together with a non-redacted paper filing together with the statement justifying the request as required by Section 0.459(b) of the Rules. 47 C.F.R. §0.459.

Please note that documents related to CSRs and CSCs that are currently under review by the Media Bureau will continue to be filed manually in accordance with the previous filing requirements, including the number of copies. These documents, as previously, must be sent to the Commission's Office of the Secretary. Mandatory electronic filing applies to new CSR and CSC petition filings beginning in January 2012. Additionally, this process does not apply to Open Video Service (OVS) certifications, FCC Form 1275, filed pursuant to Section 76.1502 of the Commission's rules.

An FAQ and instructions for filing are available on the Media Bureau website and you may contact [CRS\\_CSC\\_Help@fcc.gov](mailto:CRS_CSC_Help@fcc.gov) for specific filer inquiries.

For assistance using ECFS contact ECFS help at 202-418-0193 or [ecfshelp@fcc.gov](mailto:ecfshelp@fcc.gov)

For further information contact Claudia Tillery at 202-418-1056.

By the Chief, Media Bureau.

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<sup>5</sup> Fee Filer provides an electronic mechanism for automatic payment of fees, an FCC Registration Number (FRN) and password is required to use this system.