



Supplemental Non-Case e-Filing

To file a supplemental non-case submission:

NOTE: Users must have a 'Professional Account' and linked to the company they are filing on behalf of.

- 1) Navigate to EFIS.
- 2) Click the **Log In** link located in the *Header Links* in the upper, right-hand corner.



- 3) In the **Email Address** field, input the user's email address registered with their user account.
- 4) In the **Password** field, input the user's password.
- 5) Click the **Log In** button.

Login Help

Email Address

Password

Log in

[Forgot your password?](#)
[Register as a new user?](#)

- 6) Select the 'Utility Compliance e-Filings & Search' tab.



- 7) Select the 'Existing Non-Case e-Filing & Search' link.



Supplemental Non-Case e-Filing

| |
|--|
| Utility Compliance e-Filings & Search ▾ |
| Tariff e-Filing |
| Tariff Search |
| New Non-Case e-Filing |
| Existing Non-Case e-Filing & Search |
| Informal Interconnection Agreement Search |
| New Utility Event e-Filing |
| Existing Utility Event e-Filing & Search |

- 8) Input the applicable search criteria.
- 9) Click the **Search** button; or click the **Clear** button to clear all fields and start over.

Existing Non-Case e-Filing & Search

Search Criteria ▾ Help

"Parent" and "Doing Business As" companies will also be included when searching on a company.

| | | | |
|--------------|------------------------------|------------------------|--------------------|
| Date Filed | Tracking No. | Related Submission No. | Submission Subtype |
| From To | BXXX-2000-1234 | XX-2000-0000 | (Select) ▾ |
| Utility Type | Company | Reporting Year | |
| (Select) ▾ | Begin typing for suggestions | From To | |

Include companies closed in EFIS:
Search on single company:
Search Supplemental Submissions

Search Clear

- 10) A list of non-case submissions matching the search criteria will be displayed below the Search button.
- 11) Select the applicable tracking number from the **Tracking No.** column.



Supplemental Non-Case e-Filing

Search complete. The results are displayed below.

[Search](#) [Clear](#)

Returning 6 / 6

Missouri Public Service Commission Review of Annual Report Submissions: The Missouri Public Service Commission Staff reviews annual report submissions for completeness. The review does not include verification of the accuracy of financial or technical information provided by the utility company in the annual report. Specific questions related to the financial or technical information included within the annual report should be directed to the utility company contact. ×

| Tracking No. | Item No. | Submission Subtype | Date Filed | Subject Companies / Filed on Behalf of | Reporting Year | Related Submission No. |
|--------------------------------|----------|--|------------|--|----------------|------------------------|
| BCOM-2024-2509 | 1 | Notice of Communications 20 CSR 4240-4 | 8/28/2023 | Electric Company Missouri (Electric) (Investor) Electric Company Missouri (Electric) (Investor) | | |
| Supplemental Submissions (1) ▾ | | | | | | |
| BAFT-2024-2508 | 1 | Affiliate Transactions | 8/28/2023 | Electric Company Missouri (Electric) (Investor) Electric Company Missouri (Electric) (Investor) | | |
| BETC-2024-2507 | 1 | ETC Informational Filing | 8/28/2023 | Telephone Company Missouri (Telephone - CLEC) Telephone Company Missouri (Telephone - CLEC) | | |

12) On the *Non-Case Submission* page, in the *Submissions* section, click the **Add Supplemental** button.

Non-Case Submission
BAFT-2024-2508

[Print](#) [Subscribe Now](#) [Data Requests](#) [Help](#)

Submission Subtype: Affiliate Transactions

Subject Companies: [Electric Company Missouri \(Electric\) \(Investor\)](#)

Related Submission No.

Submissions ▾ + Add Supplemental

13) In the **Title of Submission** field, input the title of the submission.



Add Non-Case Supplemental Submission
BAFT-2024-2508

← Back to View Help

Items with an orange left border () are required.

Initial Date Filed 8/28/2023 2:36 PM

Submission Subtype Affiliate Transactions

Subject Companies [Electric Company Missouri \(Electric\) \(Investor\)](#)

Related Submission No.

Initial Attachments ▾

Date Filed 8/28/2023

Filed on Behalf of Electric Company Missouri (Electric) (Investor)

Title of Submission

750 character(s) left.

14) In the *Attachment* section, click the **Select File(s) to Upload** button to upload documents for the filing.

Attachments

DISCLAIMER AND REQUIREMENTS: It is the sole responsibility of the person or entity submitting electronic files to take appropriate measures to ensure that all "confidential" information is to the best of their knowledge, information and belief, non-viewable, non-searchable and non-reversible. Informal consumer complaints and accompanying attachments are automatically designated confidential. For case documents, when submitting "confidential" information, a cover sheet or pleading describing why that information qualifies for "confidential treatment" is required.

At least one is required.

Note:

- Files must be uploaded individually or in batches. Each individual document upload or batch upload may not exceed 45 MB (45,000 KB).
- Password protected documents are not acceptable.
- Some file types are prohibited (examples: zip, exec, etc.).
- Folders cannot be uploaded.

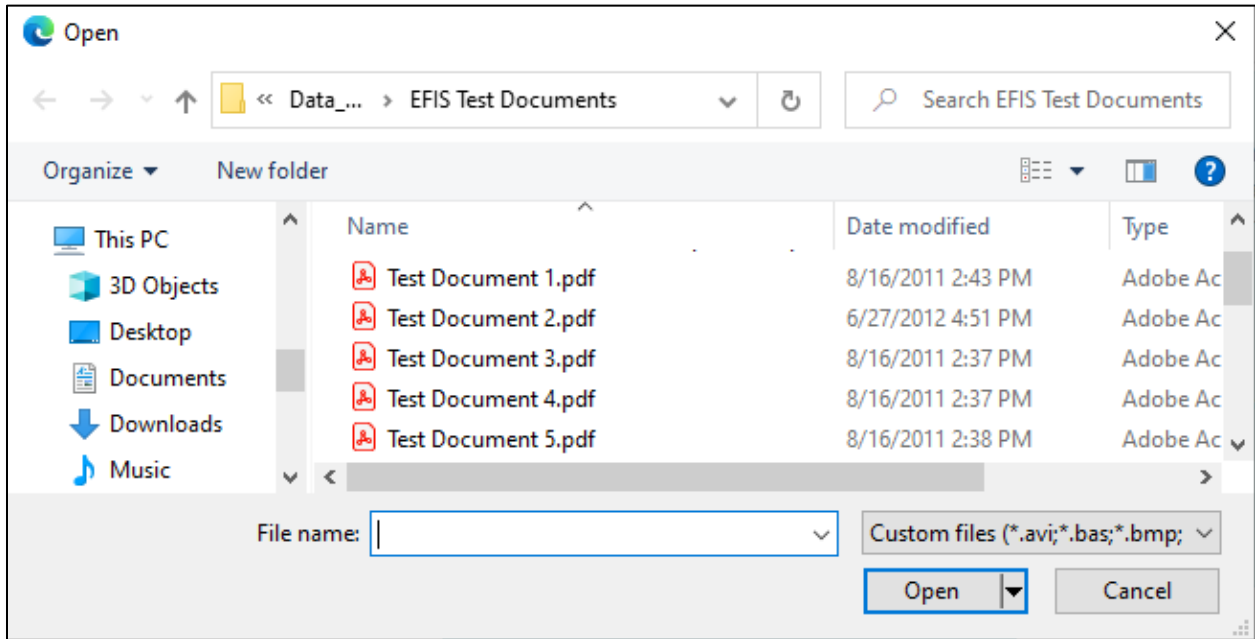
Select File(s) to Upload

a) In the *Open Browser* window, select the document or documents to attach.

NOTE: Users can select multiple or batch documents by holding the Shift or Ctrl key and selecting the documents as long as the batch is not over 45 MB.



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- b) After selecting the document(s), users must select the security level for each document by selecting the **Security** field beside each document.
 - i) This field is defaulted to 'Confidential'.
 - ii) If documents are deemed highly confidential, check the box above the document list labeled **Check here to designate a document...**
 - iii) If the document(s) listed need to be removed, click the trash can in front of the document which needs to be removed.

Attachments

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- Folders cannot be uploaded.

Check here to designate a document as 'Highly Confidential'. Documents may only be designated as 'Highly Confidential' if a Motion for Protective Order has been filed.

| | Name | Size | Security |
|--|---------------------|-----------|----------|
| | Test Document 1.pdf | 183.07 KB | (Select) |

Total: 1 file(s), 183.07 KB

Select File(s) to Upload



Supplemental Non-Case e-Filing

- 15) Click the **Submit** button after all fields have been completed; or click the **Clear** button to clear all fields and start over.

A screenshot of a form interface. It features two buttons: a blue button labeled "Submit" and a white button with a blue border labeled "Clear".

- 16) Once submitted, users will be directed to the *Non-Case Submission* page which lets the user know the filing was successfully added to the existing non-case submission.

A screenshot of the "Non-Case Submission" page. At the top, a green banner displays the message "Supplemental Submission successfully added." Below this, the page title "Non-Case Submission" is shown with the ID "BAFT-2024-2508". To the right of the title are four buttons: "Print", "Subscribe Now", "Data Requests", and "Help". Below the title, there are two rows of information: "Submission Subtype" with the value "Affiliate Transactions" and "Subject Companies" with the value "Electric Company Missouri (Electric) (Investor)".

For additional assistance, please contact the Data Center at (573) 751-7496 or dcsupport@psc.mo.gov.