

To access EFIS:

- 1) Navigate to the Commission's website at <u>www.psc.mo.gov</u>.
- 2) Click the **EFIS (E-FILING SYSTEM)** icon.



- 3) The *EFIS* information page will open.
- 4) Click the Access EFIS button located under the EFIS-Main Menu heading.



EFIS is the Missouri Public Service Commission's e-filing and document management system for Commission cases, complaints, inquiries, public comments, Commission agendas, tariffs, compliance filings, and more.

- Browser Requirements -- Any modern web browser; EFIS is functional on mobile browsers, but is not optimized for that platform.
- Attachment Size -- Attachments must be less than 20 MB per attachment.
- Attachment Format -- PDF documents are preferred and recommended. Zip files are not permitted.

EFIS - Main Menu

- · Login is not required to view most submissions.
- Login is required to make submissions.

Access EFIS

EFIS Shortcuts

- EFIS Help -- EFIS Help
- Docket Sheet Search -- Docket Sheet
 Search and view docket sheets and filings for Commission cases. To search, input all or part of the case number and press the 'enter' key.
- Commission Case Search -- Case Filing Submission Search

Conduct custom searches for cases and case filings using various criteria such as dates, case number, company name, utility type, etc.

- View Tariffs -- View Tariff
 View utility company tariffs, which contain the rate schedules and rules and regulations of the companies.
- Submit Public Comments -- Public Comment

Submit a comment regarding Commission cases or other matters regulated by the Commission.

EFIS Assistance & Support

For **general questions and support**, contact the Data Center Phone: 573-751-7496 E-mail: dcsupport@psc.mo.gov

For **technical issues**, contact the ISD Helpdesk Phone: 866-365-0924 (toll-free) or 573-526-3648 E-mail: helpdesk@psc.mo.gov

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