



## Data Request Search

Data Requests are discovery for cases and some non-case submissions in EFIS. Data requests submitted in EFIS must involve the PSC. This means if the PSC Staff issues a data request to an external party or if the external party issues a data request to the PSC will it be submitted in EFIS. Data requests submitted from external party to external party cannot be submitted in EFIS.

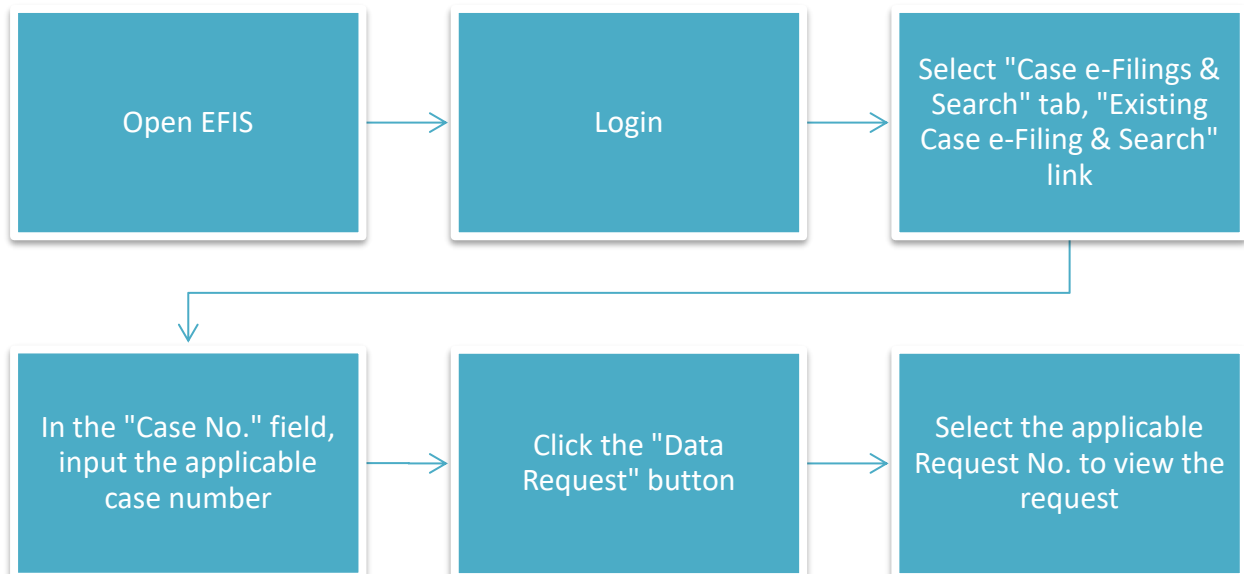
Data requests and their corresponding responses can be viewed by the following groups and individuals:

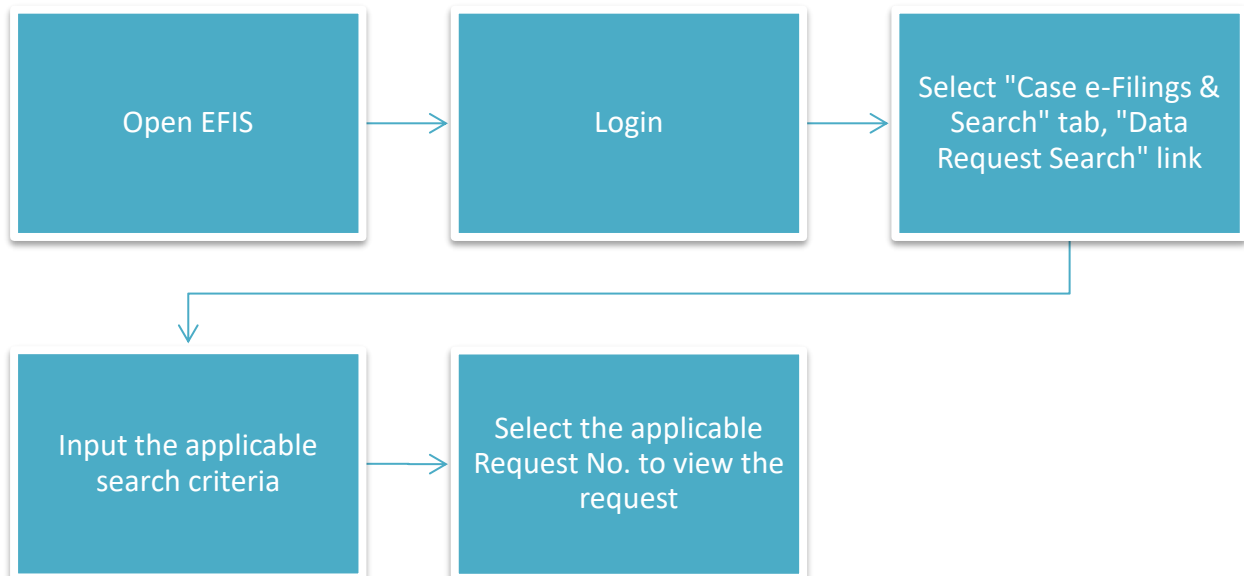
1. Public Service Commission (PSC) Staff
2. Office of the Public Counsel (OPC) Staff
3. Professional Account users, provided they are linked to the company they represent:
  - a. The individual who generated the data request
  - b. The individual who the data request was sent to
  - c. Any individuals who were copied on the data request
  - d. Attorneys on the certified service list for the case
  - e. Anyone listed as a Data Request or In-House Attorney representative type for the company

To view a data request or data request response:

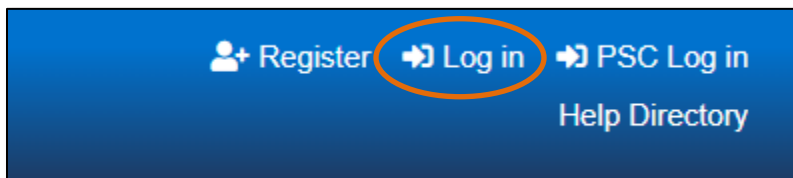
### AT-A-GLANCE:

#### OPTION 1



**Data Request Search****OPTION 2****IN DETAIL:**

- 1) Open 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.

The image shows the login form interface. It has a title 'Login' and a 'Help' button. The form contains two input fields: 'Email Address' and 'Password'. Below the fields is a blue 'Log in' button. At the bottom, there are links for 'Forgot your password?' and 'Register as a new user?'.



## Data Request Search

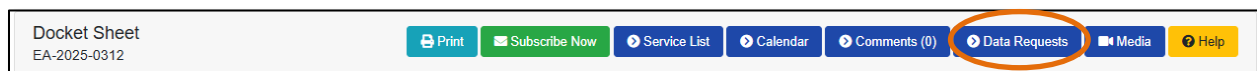
### OPTION 1

- 1) Select the 'Case e-Filings & Search' tab.
- 2) Select the 'Existing Case e-Filing & Search' link.



- 3) In the **Case No.** field, input and select the applicable case number.
- 4) Select the **Search** button; or click the **Clear** button to clear all fields and start over.

- 5) Click on the **Data Request** button located at the top of the *Docket Sheet* page.



- 6) A list of data requests will be displayed on the *Data Requests Display* page.
- 7) To view a data request or data request response, select the request number located under the **Request No.** column.



## Data Request Search

Data Requests Display  
EA-2025-0312

[+ Add Request](#) [Download request Word document \[Items 1 to 3\]](#) [Print](#) [Help](#)

Submission No. [EA-2025-0312](#)  
Description Application for Certificate of Service  
Subject Company [Electric Company Missouri \(Electric\) \(Independent Power Producer\)](#)  
Style of Case In the Matter of Electric Company Missouri for Authority to Provide Electric Service in Missouri

Data Requests

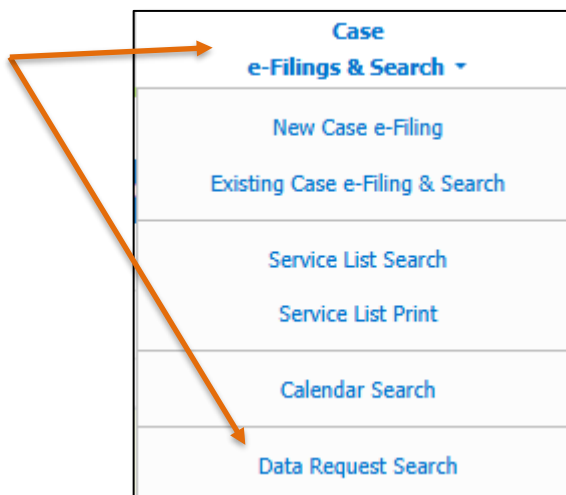
Display Items: 1 - 3 [Load Items](#)

☐ Only Items with Due Date not equal to Calculated Due Date

Request No.	Request Security	Requested Date	Due Date	Past Due Days Elapsed	Response Date	Requested From Company Representative	Requested By Company Representative Initiated By	Issue Sub-Issue Sub-Issue 2	Brief Description	
<a href="#">0003.0</a> <a href="#">+ Respond</a>	Confidential (DR)	5/16/2025	6/5/2025	No 0		<a href="#">Electric Company Missouri (Electric) (Independent Power Producer)</a> <a href="#">Account, Professional</a>	<a href="#">MO PSC Staff (Other) Johnson, Mark Buttig, David</a>	Other Other	Other	<a href="#">Void</a>
<a href="#">0002.0</a> <a href="#">+ Respond</a>	Public (DR)	5/16/2025	6/5/2025	No 0		<a href="#">Electric Company Missouri (Electric) (Independent Power Producer)</a> <a href="#">Account, Professional</a>	<a href="#">MO PSC Staff (Other) Johnson, Mark Buttig, David</a>	Expense Information Technology	Information Technology	<a href="#">Void</a>

### OPTION 2

- 1) Select the 'Case e-Filings & Search' tab.
- 2) Select the 'Data Request Search' link.



- 3) Input the applicable search criteria.
- 4) Click the **Submit** button after all fields have been completed; or click the **Clear** button to clear all fields and start over.



## Data Request Search

Data Request Search

Search Criteria ▾ Help

Note: This search will only return individual requests that the current user has access to view. If you need to enter a new Data Request for a Case, please use the [Existing Case e-Filing & Search](#) to find the case submission and then click the 'Data Requests' button on the display page for the Case.

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

Submission No.

Submission Type  
(Select) ▾

Item No.  
From  To

Case Status  
(Select) ▾  
Include only open or reopened cases: ☒

Date Requested  
From  To

Date Responded  
From  To   
Past Due: ☐

Response Received  
Both ▾

Utility Type  
(Select) ▾

Requested From Company  
  
Include Closed Request From Co ☐  
Search on single company: ☐

Requested From Person  
First Name   
Last Name

Request By Company  
  
Include Closed Request By Co ☐  
Search on single company: ☐

Requested By Person  
First Name   
Last Name

Description

Issue  
(Select Issue) ▾  
(Select Sub-Issue) ▾  
(Select Sub-Issue 2) ▾

Days Elapsed  
From  To

CC Person  
First Name   
Last Name

Request Security Level  
(Select) ▾

Response Security Level  
(Select) ▾

Response Description

Objection

Search

Clear

- 5) A list of data requests matching the search criteria will be displayed below the Search button.
- 6) To open the data request, select one of the following:
  - a) To view a data request or data request response, select the request number located under the **Request No.** column.
  - b) To view all data requests and data requests responses for the case, click the **Full DR List** button under the **Request No.** column.

Search complete. The results are displayed below.

Search

Clear

Results to Excel

Returning 3 / 3

Search Criteria - Submission No.: EA-2025-0312, Include only open or reopened cases: Yes, Include Closed Requested From Co: No, Include Closed Requested By Co: No, Include Closed Staff: No, Response Received: Both, Past Due: No

Request No.	Submission No.	Requested Date ▾	Due Date	Past Due Days Elapsed	Response Date	Requested From Company Representative	Requested By Company Representative Initiated By	Issue Sub-Issue Sub-Issue 2	Brief Description
0003.0 <a href="#">Full DR List</a> <a href="#">+ Respond</a>	EA-2025-0312	5/16/2025	6/5/2025	No 0		Electric Company Missouri (Electric) (Independent Power Producer) Account, Professional	MO PSC Staff (Other) Johnson, Mark Buttig, David	Other Other	Other
0002.0 <a href="#">Full DR List</a> <a href="#">+ Respond</a>	EA-2025-0312	5/16/2025	6/5/2025	No 0		Electric Company Missouri (Electric) (Independent Power Producer) Account, Professional	MO PSC Staff (Other) Johnson, Mark Buttig, David	Expense Information Technology	Information Technology

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

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