

JASON M. STANEK  
CHAIRMAN

MICHAEL T. RICHARD  
ANTHONY J. O'DONNELL  
ODOGWU OBI LINTON  
MINDY L. HERMAN



## PUBLIC SERVICE COMMISSION

March 16, 2020

### **OPERATIONAL NOTICE: OFFICE CLOSURE, COMPLETE WAIVER OF PAPER FILING REQUIREMENTS, MEETING CANCELLATIONS, AND OTHER CHANGES**

Due to concerns about the spread of the novel Coronavirus (COVID-19), and Governor Hogan's declaration of a state of emergency in Maryland, **effective Tuesday, March 17, 2020**, the Commission is making several significant changes to its operations.

The Commission is **closing its physical offices** at 6 Saint Paul Street in Baltimore and is no longer accepting public visitors or conducting public operations at that location. Accordingly, the Administrative Meetings on Wednesday, March 18, 2020 and Wednesday, March 25, 2020 are **cancelled**. Guidance on future Administrative Agendas and Meetings will issue at a later date.

The Commission is also **waiving the paper filing** requirements of COMAR 20.07.04.12, with no exceptions. This Notice supersedes the previous Notice of Waiver and Relaxed Filing Requirements.<sup>1</sup>

Paper filings are no longer required for e-filings, and all entities are strongly encouraged to avail themselves of the e-file system. For other correspondence<sup>2</sup> and proprietary and confidential filings, you may email: [Exec.Secretary@maryland.gov](mailto:Exec.Secretary@maryland.gov).

If you have a consumer complaint, you may file your complaint electronically using the Commission website, [www.psc.state.md.us](http://www.psc.state.md.us), and under the box "Consumers" click on "[File an Online Complaint](#)".

In the event an entity needs to send a document in paper, the entity must send it via U.S. mail, as the Commission will be temporarily unable to receive packages from FedEx, UPS, or other sources that require an acknowledgment.<sup>3</sup>

---

<sup>1</sup> Maillog No. 229071.

<sup>2</sup> This includes communications other than official filings, such as bills, invoices, and letters to individual Commissioners or staff. Public filings may not be transmitted via email to [Exec.Secretary@maryland.gov](mailto:Exec.Secretary@maryland.gov).

<sup>3</sup> Via this Notice, the Commission hereby directs the Office of the Executive Secretary to coordinate the implementation of this Notice with all affected entities, internal and external to the Commission. The Commission retains its right to require additional copies of documents or other material in its discretion on a case-by-case basis.

Any questions concerning the filing requirements shall be directed to the Office of the Executive Secretary.

By Direction of the Commission,

*/s/ Andrew S. Johnston*

Andrew S. Johnston  
Executive Secretary