



## **Step by Step Instructions to Comment Online regarding the FERC Pipeline Review Process, PL18-1**

In order to submit comments regarding PL18-1, FERC's consideration of its pipeline review process, you will need to do so via the [www.FERC.gov](http://www.FERC.gov) website portal.

You do NOT want to submit an intervention request for this process, intervention is not needed or appropriate at this time according to FERC officials.

You will want to write your comment and save it as a word or PDF file. The name of your file should be no more than 60 characters. *Comments must refer to **Docket No. PL18-1-000**, and must include the **commenter's name**, the **organization** they represent, if applicable, and their **address** in their comments.*

You will need/want to eRegister with the site and then submit your comments on the PL18-1 docket.

Below are step by step instructions to assist you:

If you have **not yet registered** on the FERC website with your email address and a password, you will have to do so in order to log in and submit comment:

1. Go to the **FERC.gov website**
2. On the top of the website, click on the tab called **Documents and Filings**
3. Select **eRegister**
4. **Login or eRegister**
  - a. If you are registering for the first time, be sure to fill out the form and hit NEXT to complete the full registration. Follow the directions on the following page.
5. On the left side of the screen, select the tab for **eFiling**
6. On the main section of the screen, three columns will appear. On the *left of the three columns*, **select General**
7. Then on *center of the three columns* select **Comment on Rulemaking (RM, PL, AD dockets)**
8. On the *right of the three columns*, select **Comment**
9. Click **next** at bottom right
10. **Enter docket number PL18-1**
11. Click **Search**
12. Under the "Select" column, click the **plus sign**


## Select Docket

Search and select all docket and sub-dockets for your submission.

You can search for docket numbers or click the Quick Entry tab if you already know the docket numbers you want to insert.


Search Quick Entry

Enter Docket Number:   (e.g. ER08-10)

Docket	Description	Applicant/ Filer	Select
PL18-1-000	Notice of Inquiry	Certification of New Interstate Natural Gas Facilities	

Selected Dockets:

- No Dockets have been selected. -



13. Click **Next** at bottom right
14. In the **Description box**, **write** a description of yourself, your organization and/or a few words that highlights the focus of your comment
15. Choose file: **upload PDF** (must be PDF, word-processing doc format or other acceptable FERC file format). **Be sure the name of your document is no more than 60 characters and that your file is no larger than 50 Mb.** If you are over either one of these your file will not load.
16. Click **Upload** if you are uploading a file
17. Click **Next** (you don't need to select anything else)
18. Affiliation box: If you are affiliated with an organization, write it here, if not, leave this space blank
19. **Enter** contact **email**
20. Click **Next**
21. **Add a signer**, select yourself
22. Click **Next**
23. **Provide/edit the description** of your submission as you choose
24. Confirm that information is accurate
25. Click **Submit**. You should receive a confirmation email that your comment was submitted. Keep a copy of that for your records.

You can also submit comments by mail to:

Federal Energy Regulatory Commission  
Secretary of the Commission  
888 First Street, N.E.  
Washington, DC 20426