
TARIFF FORMAT

- A. Leaf Numbering** – Leaf numbers appear in the upper right corner of the Leaf. Leafs are numbered sequentially. However, new Leafs are occasionally added to the Tariff. When a new Leaf is added between Leafs already in effect, a decimal is added. For example, a new Leaf added between sheets 14 and 15 would be 14.1.
- B. Leaf Revision Numbers** – Revision numbers also appear in the upper right corner of each Leaf. These numbers are used to determine the most current Leaf version on file with the New York PSC. For example, the 4th Revised Leaf 14 cancels the 3rd Revised Leaf 14. Because of various suspension periods, deferrals, etc., that the Commission follows in its tariff approval process, the most current Leaf number on file with the Commission is not always the tariff Leaf in effect. Consult the Check Sheet for the Leaf currently in effect.
- C. Paragraph Numbering Sequence** – There are nine levels of paragraph coding. Each level of coding is subservient to its next higher level:
- 2.
 - 2.1.
 - 2.1.1.
 - 2.1.1.A.
 - 2.1.1.A.1.
 - 2.1.1.A.1.(a).
 - 2.1.1.A.1.(a).I.
 - 2.1.1.A.1.(a).I.(i).
 - 2.1.1.A.1.(a).I.(i).(1).
- D. Check Sheets** – When a tariff filing is made with the Commission, an updated check sheet accompanies the tariff filing. The check sheet lists the Leafs contained in the Tariff, with a cross reference to the current revision number. When new Leafs are added, the check sheet is changed to reflect the revision. All revisions made in a given filing are designated by the symbols given on the symbols sheet. There will be no other symbols used on this Leaf if these are the only changes made to it (*i.e.*, the format remains the same, just revised revision levels on some Leafs). The Tariff user should refer to the latest check sheet to find out if a particular Leaf is the most current on file with the Commission.