

## ***Oregon JUA Request for Opinion (RFO) Procedures***

The Oregon Administrative Rules (OAR's) Rule Nos. 860-022-0110 through 860-022-0240 and 860-034-0810 through 860-034-0940 provide for sanctions for non-compliance pertaining to Joint Use.

**Before the Conflict Resolution Committee (CRC) will review a request for a settlement conference, it requires documentation that written communication has occurred or been attempted between the parties.**

The attached Request for Opinion (RFO) form should be made available to anyone that wishes to file a RFO alleging violations of the joint use OAR's. The Oregon Joint Use Association (OJUA) shall act as an advisor, and will attempt to settle disputes arising under the OAR's. The OJUA will only accept written RFO's. To ensure that RFO's are given proper attention, the following guidelines should be followed:

1. A \$75.00 fee is required with submittal of each RFO to the OJUA. Include a check payable to OJUA when filing. Signature of the authorized representative of the company filing the complaint must be provided.
2. The company filing the RFO must provide as much information as possible, **and provide factual evidence to support the allegations (pictures, videotape, statements of witnesses, etc.)** If the OJUA opinion is appealed, the information supplied may be used in Public Utility Commission (PUC) or civil court proceedings. Therefore all forms submitted must contain complete, precise and factual information. **All incomplete forms will be returned.**
3. Additional information may be attached to the RFO form.
4. Six copies of both the completed form and supporting documentation should be sent to the:

Oregon Joint Use Association  
Attn: Chairperson – Conflict Resolution Committee  
1286 Court Street

Salem, OR 97301

5. Confirmation of receipt will be sent to both parties within seven (7) calendar days. A copy of the complete form and supporting documentation will be sent to the party being filed against.

6. The party whom the complaint is being filed against may supply any additional information it would like the Conflict Resolution Committee to consider within 15 days of receipt of complaint or notify the Chairman when such documents will be available. In addition both parties shall provide additional information as requested by JUA.
7. The Chairperson of the Conflict Resolution Committee will call the Conflict Resolution Committee into session to review any RFO's received. The Conflict Resolution Committee will investigate each RFO, and make its recommendation(s) to the affected parties within ninety (90) days of receipt.
  - A. A committee that will be composed of a Chairperson and at least three OJUA Members who shall be appointed by the board will review complaints. The Chairperson of the Conflict Resolution Committee may appoint alternates if necessary.
  - B. The PUC has sole discretion as to enforcement actions taken and Conflict Resolution Committee opinions are not binding upon the PUC.
8. The Chairperson of the Conflict Resolution Committee shall be a OJUA Board member