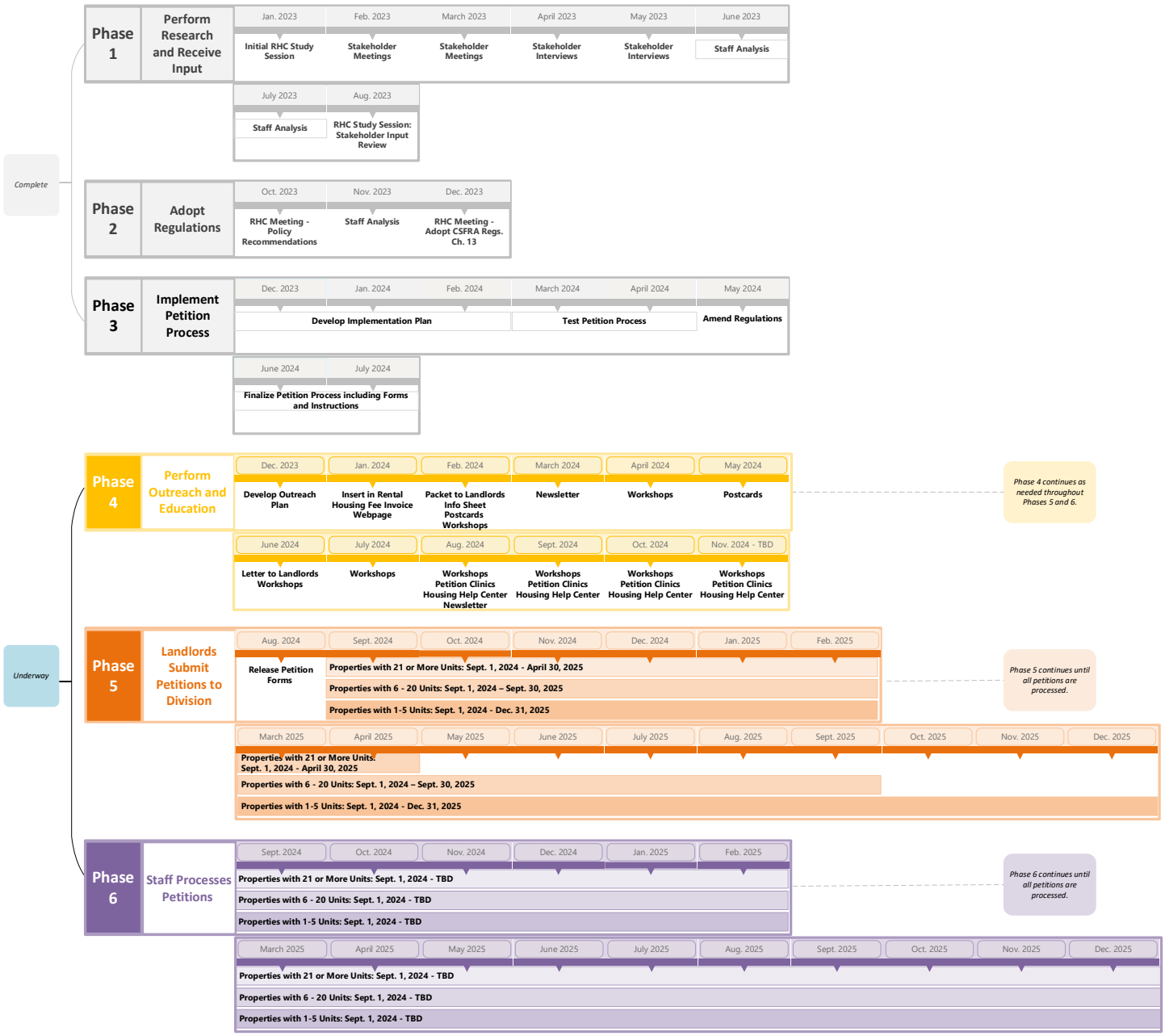One-Time Utility Adjustment Petition Process Implementation Plan