

**JOE WHEELER ELECTRIC MEMBERSHIP CORPORATION
OPERATIONAL POLICY**

Policy No.210

ADOPTED: FEB. 22, 1993

AMENDED: JANUARY 24, 2008

AMENDED AND BOARD APPROVED: OCTOBER 7, 2014

Subject: Underground Facilities Residential & Commercial

I. Objective

To establish conditions and procedures whereby JWEMC will install underground service to customers.

II. Residential Services Policy

- A. The customer requesting underground service must grant a valid right of way easement for the proposed service. Such easement will relieve JWEMC of any responsibility for repair or damages should the underground service fail.
- B. The customer shall open and close the necessary ditch and provide and install the necessary conduit, with pull string for the underground cable to be placed by JWEMC. This includes any excavation under roadways, sand or other bedding, and restoration of damage areas. The staking engineer will determine the necessary size of the conduit. Where the conduit needs to run up a JWEMC pole, the customer must provide the conduit, necessary connection straps, and other material required, and JWEMC will attach the conduit to the pole.
- C. Secondary--For the member to receive 600 Volt service or less, the total job cost to provide service will be estimated and the estimated cost exceeding the defined credit outlined in Schedule of Fees for new permanent residential service will be paid by the member requesting service. This aid to construction is non-refundable. (See [Schedule of Fees](#))
- D. Primary - Before the member/developer can receive underground primary service, construction must be pre-approved by the staking engineer. It is the responsibility of the member/developer to open the ditch, install the necessary conduit, with pull string, and close the ditch. The member/developer should notify the staking engineer to inspect the conduit prior to closing the ditch. The total job cost to provide the service will be estimated and the estimated cost exceeding the defined credit outlined in [Schedule of Fees](#) for new permanent residential service will be paid by the member requesting service.
- E. The customer must obtain and install an approved Underwriters Laboratory (UL) meter socket for underground installations.

III. Commercial Services Policy

- A. Customers are responsible for furnishing and installing commercial underground services. Contact the Staking Engineer for specifications and charges if applicable. Customer is required to pay full aid to construction costs. Aid to construction charges may be reduced based on the rate of return analysis performed by the Cooperative where a power contract is in force. A power contract will be required for all loads with a demand greater than 200 kW and less than 200kW when aid to construction is reduced by rate of return analysis.
- B. For services requiring pad mounted transformers, the Customer will be required to furnish and install the transformer pad or transformer housing pad and primary conduit to JWEMC specifications. Detailed specifications will be furnished by JWEMC for each job.
- C. All secondary conduit and cable will be the responsibility of the Customer. JWEMC will furnish and install the connectors for connecting service entrance conductors to the transformer terminals.
- D. It is the responsibility of the member/developer to open the ditch, install the necessary conduit, with pull string, and close the ditch for all primary conductors. The member/developer should notify the staking engineer to inspect the conduit prior to closing the ditch.

IV. Responsibility

- A. The Board of Trustees is responsible for a periodic review of this policy and shall approve all changes to the policy.
- B. The General Manager is responsible for the implementation of the policy.