OPERATING PROCEDURES FOR PERFORMING WORK ON PRIMARY METERED CUSTOMERS[1]

Definition: Primary Metering is defined as metering installed on service voltages above 600 volts.

Work that Meter Service Providers ("MSPs") can perform up to 25kV

It is appropriate for the MSP to perform work on primary metering stations from 600 volts to 25 kV. This work can be done as long as the Utility Distribution Company's ("UDCs") operational procedures are followed with respect to connections to primary conductors on the UDC distribution system. The UDC shall perform all switching operations on the primary side.

In Arizona, this work would include:

Building up primary metering system, on or off-site.

Installation of new primary metering system overhead and underground. All hookups to high side shall be done by UDCs.

Maintenance and troubleshooting in service primary metering system.

In service testing of primary meter for documentation or complaint resolution.

Perform voltage and current tests on the primary side of instrument transformers, in compliance with UDC's operational procedures. The MSP must also comply with the Arizona Revised Statutes, Article 6.4 HIGH VOLTAGE POWER LINES AND SAFETY RESTRICTIONS, 40-360.41 through 40-360.45 that restrict a non-utility person or entity from performing activities within six feet of a high voltage overhead line. (The MSP may request the UDC to grant a waiver to this restriction.)

Primary metering above 25 kV:

The UDC owns the Current Transformers ("CTs") and Potential Transformers ("PTs") for primary metering above 25 kV. Therefore, the UDCs have the primary responsibility for these instrument transformers. However, the UDC can contract with a third party to perform this work. When MSPs are contracted by UDCs, all of the UDC's operational procedures must be followed with respect to safety and connections to primary conductors on the UDC distribution system. The UDC shall perform all switching operations on the primary side.

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[1] Per rule R14-2-1612 (K)(13), the operating procedures approved by the Director, Utilities Division, will be used by the Utility Distribution Companies and the Meter Service Providers for performing work on primary metered customers.

Work that the MSP Should Not Perform

MSPs should not perform installation or removal of instrument transformers on primary conductors at primary voltages exceeding 25kV. The UDC, in coordination with the MSP as described above, would perform this work. Work performed by MSPs at primary voltages would be strictly limited to voltage and current testing, while at all times adhering to UDC operational procedures.

Terms and conditions for MSP doing Primary Metering work:

Primary metering can only be performed by a Class (3) meterman.

All primary metering work done by MSPs shall comply with NESC Standards and UDC service requirements.

For all jobs performed at primary voltages, MSPs will coordinate directly with UDCs.

The UDC shall develop and administer switching orders related to the specific work to be performed.

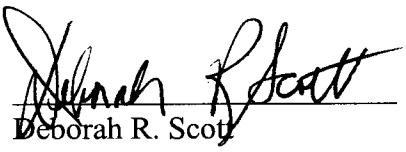
Safety "Work Clearances" will only be issued by authorized employees of the UDC.

Safety: Safety is of the utmost importance when working on primary metering systems. MSPs must ensure that class three (3) meterman are properly trained to work on primary metering. Proof of class three (3) meterman certification may be presented upon request. All safety rules of the American Public Power Association ("APPA") or another Arizona Corporation Commission ("ACC")-approved safety standard shall be followed.

Fees: When an MSP requests UDC's staff assistance in working with the primary metering system, the work shall be done on a fee basis established by the UDC's tariff.

Disruption to metering system:

Existing in-service primary metering systems that malfunction or are damaged will be isolated by the UDC from the system (i.e., cutting jumpers between metering equipment and distribution system) and appropriate notification will be given to the affected ESP as soon as possible.

Approved by: 

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