

| Rev. No. | Date    | By  | Appd. | Description       |
|----------|---------|-----|-------|-------------------|
| 0        | 1/24/01 | MED | MEB   | Original Drawing. |
| 1        | x/x/xx  | -   | -     | -                 |
| 2        | x/x/xx  | -   | -     | -                 |

- Customer calls Tennessee One Call before performing trenching, 1-800-351-1111. Please note that the Tennessee One Call system requires a 3 day wait, after a request, to allow utilities time to mark their infrastructure.
- Customer performs trenching and installation of conduit, tape, and pedestals pursuant with the attached construction specifications.
- Customer calls the Electric Department at 425-1803 for an inspection of the underground conduit system prior to covering the trench. Every effort will be made for a Department representative to meet with the customer within 24 hours of the request. The inspection is an important step in determining the customer's service can be safely and adequately established.

In the unlikely event that a customer covers the conduit system prior to inspection, it will be required that the system be opened up at as many points as necessary to determine that the conduit was constructed pursuant with the specifications, and is safe and adequate. **In order to avoid additional cost by the owner as well as unnecessary delays in establishing service**, it is highly recommended that the customer request an inspection prior to covering up the system.

- Customer applies for permanent service at the Utility Business Office. The Utility Business Office is located at the Municipal Building at the corner of the Oak Ridge Turnpike and Tulane Avenue. A connection fee, and possibly a deposit, will be collected during the application for permanent service.
- Questions that arise during construction regarding requirements of the NEC should be directed to Codes Enforcement Division of the Community Development Department. After completing the meter base work, the Customer calls Codes Enforcement at 425-3532 for an inspection of the meter base. Codes Enforcement will check the installation for compliance with the National Electric Code (NEC). If all is in order, UBO will notify the Electric Department that the customer is ready for service.
- The Electric Department will pull the service conductors, make terminations (connect each end of the conductors), and install the meter. The customer, or his representative, must be present when the meter is installed to verify their main breaker is open. The customer is responsible for closing his main breaker after the meter is installed. If the customer has any questions regarding the schedule for pulling service conductors or making terminations, they may call 425-1861, or call 425-1803 and ask for Operations.

The Electric Department wishes to assist the customer with any questions regarding the above process. If you have any questions, please feel free to contact our engineering division at 425-1803.

Sincerely,



Jack Suggs  
Electrical Director  
City of Oak Ridge

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| <b>CORED</b><br>SCALE: NTS<br>MED | Residential Underground<br>Secondary Service Extensions<br>Customer Requirements<br>www.ored.org (Click on Contractor Info.) | DATE: 1/24/01                         |
|                                   |  | <b>STANDARD NUMBER</b><br>429.S02.R00 |