

**EGYPTIAN ELECTRIC COOPERATIVE ASSOCIATION
POLICY BULLETIN NO. 513**

SUBJECT: TEMPORARY SERVICE REQUIREMENTS

POLICY:

PURPOSE:

Where electrical service is required for short periods of time for uses of a temporary nature such as construction projects, exhibitions, carnivals, etc., Egyptian Electric Cooperative Association will install additional single-phase facilities on a temporary basis. For three phase temporary service installations, the member shall contact the Engineering Department. The member shall pay the cost of installing and removing all such facilities in accordance with its by-laws and under the following terms and conditions:

GENERAL REQUIREMENTS

A. Installation

1. The meter base, main disconnect switch and temporary receptacle shall be securely mounted on a wood post or piece of dimensional lumber no less than four inches by four nominal inches square. Conductors between the devices shall be enclosed in conduit.
2. The main disconnect and receptacle enclosures shall be NEMA Type 3 rain-tight.
3. The meter base, main disconnect and receptacle shall be mounted on the post such that the meter base shall be a minimum of five (5) feet above final grade level when installed and a maximum of six (6) feet above final grade level.
4. The main disconnect enclosure shall be provided with a lock to prohibit tampering.
5. The temporary service installation shall be grounded at the temporary post with a copper grounding electrode conductor sized per NEC Table 250-66 but not less than #6, installed from the meter base, or main disconnect enclosure to a 5/8 inch by eight foot copper or galvanized steel.
6. No temporary installation shall be installed on any Cooperative power pole.

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7. The installation of all equipment must conform to the National Electric Code and all local, state, and federal codes, regulations, and standards.

B. Identification

1. For ease and safety of the Cooperative's service crews, the member shall securely attach an identification tag to the temporary service post. This identification tag shall include the member's name, address of the temporary service and a telephone number where the member may be reached.
2. No temporary meter set at one location shall be moved by the member to any other location.

I. TEMPORARY OVERHEAD SERVICE REQUIREMENTS

A. Responsibilities

1. The member shall be responsible for providing, installing, and maintaining the temporary service post including the main disconnect, receptacle, enclosures, conduit, weatherhead, ground, bracing and enough cable to extend at least two (2) feet beyond the weatherhead. The member shall also be responsible for installing the meter base and equipment for terminating the Cooperative's service conductor on the temporary service post.
2. The Cooperative shall supply the meter base and house knob to be installed by the member.
3. The Cooperative shall install the overhead service drop and meter and make the final connection between this service drop and the member's temporary service conductors.

B. Installation Requirements (See Figure 1)

1. The temporary service post shall be buried at least four (4) feet below ground level and extend far enough above the ground to allow attachment of the Cooperative's service drop at least ten (10) feet above final grade level.
2. The post shall be adequately braced to withstand tension from the service drop. A minimum of three (3) braces shall be attached to the pole and staked into the ground according to Figure 1.

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II. TEMPORARY UNDERGROUND SERVICE REQUIREMENTS

A. Responsibilities

1. The member shall be responsible for providing, installing and maintaining the temporary service post including the main disconnect, receptacle, enclosures, conduit, ground and underground service cable from the post to the Cooperative's pad mount transformer or distribution pedestal. He shall also be responsible for installing the Cooperative's meter base.
2. The Cooperative shall supply the temporary meter base and install the member's temporary service conductors at the Cooperative's pad mount transformer or distribution pedestal.
3. The Cooperative shall install the meter and make the final connection between the Cooperative's facilities and the member's temporary service conductors.

B. Installation Requirements (See Figure 2)

1. The temporary service post shall be buried a minimum of three (3) feet below ground level.
2. The temporary service post shall be located no closer than five (5) feet from the Cooperative's pad mount transformer or distribution pedestal.
3. The service cable from the temporary service pole to the Cooperative's facilities shall be buried a minimum of one (1) foot below ground level. The cable shall be brought out of the ground next to the pad mount transformer or distribution pedestal and a sufficient amount of cable coiled on the ground to reach the bushings of the transformer or connectors within the distribution pedestal. Only cable approved for direct burial installations by the NEC will be acceptable for this application.

III. TEMPORARY SERVICE FEES

- A. When service is required for short periods of time for uses of a temporary nature, such as for construction projects, exhibitions, traveling shows, etc., and the Cooperative is required to install additional facilities on a temporary basis,

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such as line extensions, transformers, meters and other items, the member shall pay the cost of installing and removing all such facilities.

- B. The Cooperative will quote a charge for all temporary facilities depending upon the particular requirements for each installation. A non-refundable deposit may be required for preparation of the quote. The deposit will be applied to the final payment. Payment for all temporary facilities will be required in advance.
- C. The charge for power and energy, billed monthly for temporary installations, will be at the applicable rate with an advance deposit required of such amounts as determined by the Cooperative.
- D. The cost of furnishing temporary service for home building when no line extensions or pole setting is required shall be \$150.00.
- E. The Cooperative's Engineer shall estimate any special service requirements of the member, other than those outlined above. Payments shall be made in advance based upon the above listed estimate. All of the above prices are subject to any applicable tax imposed on the Cooperative.
- F. Listed below are the usual types of facilities required for temporary service. All prices are limited to a maximum of 200-amp service and line extension of no more than two spans.
- G. The cost of providing each of the services set forth in this policy are based upon labor, equipment and overhead costs as the date of this policy and are subject to revision at the sole discretion of the Board of Directors.

Requirement

Non-Refundable Fee

For Single-Phase Temporary Service:

Line extension per span (Primary or Secondary)	\$250.00
Setting one tangent pole	\$ 570.00
Setting deadend pole	\$ 610.00
Installing a single transformer	\$ 935.00
Installing an anchor and guy	\$ 300.00
Installing service drop/meter	\$ 150.00

For Three Phase Temporary Service:

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Line extension per span (Primary or Secondary)	\$ 300.00
Setting one tangent pole	\$ 700.00
Setting deadend pole	\$ 970.00
Installing a transformer bank	\$ 2100.00
Installing an anchor and guy	\$ 300.00
Installing service drop/ meter	\$ 200.00

Adopted: 8/24/2004

Attested: Gilbert Kroening, Secretary