METER - HANDLING
Service Entrance Upgrade

USE: Procedure for handling of electric meter when customer owned service entrance is being upgraded.

PREVIOUS REVISION	ORIGINATED	PREVIOUS NUMBER
03-14-94	03-94	ER 806-A, 08-01-89

LATEST REVISION: Revised entire procedure to reflect the use of white seals as an identification means for service entrance upgrades in progress (inspector approval pending).

SPECIFICATION:

1. GENERAL:

1.1 A contractor may cut the existing seal, and remove the original electric meter, if they hold a permit from the local building department, for the purpose of upgrading the existing service entrance.

1.2 When the upgrade has been completed, the contractor may re-energize the new service entrance by installing jumpers, from line to load, in the new meter socket. Jumpers must be approved for such use, and capable of handling the entire load. The original electric meter shall be hung on the new service entrance, so it is visible to NIPSCO personnel.

1.3 The contractor shall complete the service entrance upgrade, and notify NIPSCO within thirty-six (36) hours of the removal of the original meter. **Note: Failure to notify NIPSCO within this time schedule will place financial responsibility with the contractor, for any unmetered electric usage, over the allotted 36 hours.**

1.4 Upon receiving the upgrade completion notice from the contractor, NIPSCO will pick up the existing meter from the location, and install a new meter in the upgraded service entrance. The new meter will be sealed, at this time, with a white seal. The white seal identifies the service entrance as an upgrade in progress, which is still awaiting the required approval from the local code enforcement official (inspector).

1.5 The white seal will remain on the service entrance until the inspectors approval is received. The white seal status of the service entrance will be communicated to any existing local building department. Once the upgrade has been approved by the inspector, NIPSCO will perform any re-connection or replacement of service conductors, and re-seal the meter with a green seal. The green seal will identify the completion and approval of the upgrade.