

**JOE WHEELER ELECTRIC MEMBERSHIP CORPORATION
OPERATIONAL POLICY**

Policy No. 217

ADOPTED: FEB. 22, 1993

AMENDED: JANUARY 24, 2008

BOARD APPROVED: OCTOBER 7, 2014

Subject: Unauthorized Connection of Service

I. Objective:

- A. To establish a uniform policy and procedure to enable Cooperative personnel to deal with unauthorized connection of an electric service.
- B. Definition - unauthorized connection of service is the connection of electric service without consent of the cooperative, or re-connection of service following disconnect without consent of the Cooperative.

II. Policy:

- A. All service connections, either new connections of service, or reconnect of an existing service after disconnect for non-payment, or other reasons shall be done solely by authorized Cooperative personnel, trained to accomplish this task in a safe and timely manner.
- B. Should a cooperative employee have reason to suspect unauthorized connection of service at a service location, that employee shall contact the Cooperative by whatever means available to determine if electric service is authorized for that meter location.
- C. If no service is authorized at that location, the Cooperative will provide notice declaring its intent to disconnect the service unless the appropriate charges are paid in full, or arrangements made. Charges may include:
 - 1. The Cooperative's estimate of charges for energy delivered during the unauthorized connection period.
 - 2. Trip charges, connection fees, meter tampering fees and administrative fees.
 - 3. Account Origination Fee
 - 4. Security Deposit
 - 5. Lock-type ring or other security device for meter, if required.

D. It is the intention of Joe Wheeler EMC to prosecute power theft or unauthorized use of electricity cases to the fullest extent of the law.

III. 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.