

SAND MOUNTAIN ELECTRIC COOPERATIVE

SUBJECT: Unauthorized Electric Service and Broken Meter Seal

I. OBJECTIVE

To assure that all employees are consistent and in agreement when informing members of the cooperative's policy on unauthorized and unmetered service and a broken meter seal.

II. POLICY

- A. When any employee discovers an account receiving unauthorized and unmetered service, such as strapped out in meter socket, inverted meter or any means other than normal, the employee shall notify the supervisor of consumer accounts or his/her department head immediately. Once tampering has been confirmed, service to the location shall be terminated and said action shall be noted in the billing system.
- B. Before service is reconnected, a charge of \$250.00 plus an estimated bill for unmetered current shall be collected. If this is the member's second or more offense then the charge will be \$400.00. In the event the party receiving unmetered service is not a member, a membership fee plus any required security deposit shall be paid in addition to the charges previously levied.
- C. When any employee or contractor under the cooperatives employ discovers a broken seal on any member's meter, the employee shall notify the supervisor of consumer accounts or designated supervisor immediately. If proof of tampering or receiving unmetered service cannot be confirmed the meter will be resealed and a fee of \$100.00 shall be charged to the members account. The charge may be waived if management has evidence there is a valid reason for the broken seal such as broken by natural causes or other reasons beyond the member's control. If there is evidence of tampering or receiving unmetered service the normal procedures and fees in part A. and B. shall apply.

III. RESPONSIBILITY

It shall be the responsibility of the Manager of Finance and Office Services with the assistance of the Supervisor of Consumer Accounts to see that this policy is complied with.

Attested _____
Secretary

Date Adopted: October 18, 1967
Date Revised: February 22, 1972
Date Revised: July 2, 1974
Date Revised: May 28, 1985
Date Revised: March 28, 1988

Date Revised: October 23, 1990

Date Revised: August 24, 2004

Date Revised: October 28, 2014