

**LINE CLEARANCE FOR MOVING HOUSES/BUILDINGS I. OBJECTIVE**

To establish definite procedures to be followed when clearing lines for moving houses.

II. POLICY

- A. The Lead Agency will receive notification from the housemover and fax only the “Housemover Notification Form” to the UPC. The Lead Agency compiles information from the other utilities and relates that information to the DOT within 72 hours. It will be assumed that there are no conflicts with these Utilities if they have not responded within 72 hours. The Lead Agency will also be responsible for faxing information from the Utility Approval form to the DOT.
- B. Each Utility is responsible for notification to the Lead Agency within 72 hours of receipt of the ticket from UPC. Notice should be given to the Lead Agency and the housemover when there are conflicts.
- C. Upon notification from the UPC, the Utilities have 72 hours to do a ride-out and review of the proposed route and to notify the Lead Agency. If a conflict exist or if Utility adjustments are necessary, the Utility should notify the Lead Agency, the DOT, and the Housemover to delay issuing of a permit until the route is cleared by the Utility.
- D. Any facility that does not meet NESC requirements should be brought into compliance with the Code at no expense to the Housemover. Other adjustments may be subject to reimbursement to the Utility. The Housemover incurs no charges for ride-outs.
- E. If the utility deems it is necessary to provide an escort, he shall contact the housemover and coordinate this activity prior to the house move. Any payment for escorts should be agreed to and signed prior to the move.
- F. At the conclusion of each house-moving job, a bill shall be rendered to the housemover including total cost of employees' time and equipment and materials used.



- G. In the event there is any question about the housemover's credit, a sufficient deposit will be required to guarantee the Cooperative against any loss.

III. RESPONSIBILITY

- A. President and CEO
- B. VP of Line Services

