

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
279 E. Arrow Hwy., Suite 104
San Dimas, CA 91773
Phone (909) 599-3801

January 20th, 2015

A meeting of the Routine Revision Committee took place on the above date, at 12:30 p.m. at the Committee office. Those in attendance were:

Ms. April Debarge	Southern California Edison
Ms. Jessica Pearson	Southern California Edison
Mr. Wayne Brown	Southern California Edison
Mr. Larry Chow	Southern California Edison
Mr. Richard LaBarge	Southern California Edison
Mr. Steve Brown	City of Los Angeles
Ms. Lupe Hernandez	Teleport Communications America
Ms. Paula Haney	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Lynn Prescott	Verizon Wireless
Ms. Yvonne Johnson	AT&T Mobility
Ms. Maria Ortiz	XO Communication
Mr. Josh Mathisen	AT&T California
Ms. Manijeh Carmichael	AT&T California
Mr. Paul Smolarski	T-mobile USA
Ms. Angela Pranata	SCJPC Staff
Mr. Kyle Levy	SCJPC Staff
Mr. Ryan Jones	SCJPC Staff

Those attending via teleconference were:

Ms. Tracey Province	Verizon Ca, MCI / COMM / Metro
Ms. Janet Chirrick	AT&T California
Ms. Kourtney Wietecha	Extenet Systems
Mr. Larry Vail	Verizon Ca, MCI / COMM / Metro
Mr. Earle Carrion	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Joe Serrato	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Marina Birarova	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Alicia Smith	Sprint/Nextel Sprint Communications

Ms. Hernandez opened the meeting by inquiring if there were any questions or concerns regarding the previous meetings minutes. There were none at the time.

The second item on the agenda was **Interpretation of Routine Handbook**. Ms. Hernandez stated this is a standing agenda item and is to be discussed at every meeting. There were no questions or concerns the members agreed to table this until the next Routine Handbook meeting.

The third item on the agenda was **Item 1574: Review of Section 18.1**. The members agreed to table this item for the next Routine Revision meeting.

The fourth item on the agenda was **Item 1582: Pole Loading Analysis Requirement**. Mrs. Hernandez reminded members this item was on the consent calendar for voting. The members agreed to table this item.

The fifth item on the agenda was **Item 1585: SCE Customer Release Form**. Mr. Chow reported Edison has completed the customer release form and are currently waiting on a release date. Mr. Chow requested that this item be tabled.

The sixth item on the agenda was **Item 1587: Review of Section 7.6, 7.11, &7.13**. Ms. Hernandez reopened discussion on this item by reviewing Mr. Vail’s proposed section 7.12 verbiage (see attached). Mr. Vail reminded members this was an attempt to generalize the definition of a priority pole and what actions would be taken once a priority pole is identified. Mr. Vail inquired if any of the members had any concerns about the proposed verbiage. Ms. Prescott inquired if a pole that is slightly under the safety factor truly falls into a priority pole. She noted that the pole would have to be replaced immediately rather than the 3-year plan causing more work for poles that were not necessarily a priority. Ms. Prescott suggested the verbiage use “less than unity” to better describe a priority pole. Mr. Chow agreed with Ms. Prescott stating Edison’s definition of a priority pole is a pole with a safety factor of less than 1 and the pole has physical damage. Ms. Prescott believed it would not be possible to notify members or replace the poles within the allotted timeframes. Mr. Chow stated it would be difficult to define priority poles in the Routine Handbook because each member has their own criteria for what dictates a priority pole. Ms. Chirrick suggested the definition of priority poles be removed since each member can vary in their definitions. She continued, stating she was in agreement with the 24 hour timeframe for notifying joint members because of past situations where poles were replaced as priority but the joint owners did not find out about the replacement until after the work was completed. Ms. Province stated there were times when poles were identified as priority poles, they were not replaced within the 72 hour timeframe, and still did not receive a notification. Mr. Chow stated Edison reviewed most of the JPA’s in question to find out that they should not have been priority poles and have been resubmitted using section 7.13. After further discussion, Mr. Chow and Mr. Vail agreed to work on the proposed 7.12 verbiage to try and make an agreeable definition of a priority pole for all members.

The seventh item on the agenda was **Item 1590: Rule 18**. Ms. Hernandez stated she and Ms. Smith would begin work on the Vegetation management example. The members agreed to table this item for the next Routine Revision meeting.

Lastly, Ms. Hernandez inquired if the members had any **miscellaneous items**.

Ms. Hernandez presented a situation where corrections of records JPAs were being denied because they were not using “shown as” and “should be”. Ms. Hernandez stated there was an agreement among members agreeing after the transfer of ownership took place between NG and Sprint, NG was not suppose to take ownership of the antennas. She continued, stating Sprint is now performing modifications to their antennas but do not own space on the pole. NG submitted correction of record JPAs trying to specify the necessary correction as per the

agreement with Sprint. Ms. Hernandez stated all agreements made outside of the Routine Handbook need to be approved by the members. Sprint and NG resolved the issue. NG will issue the correction of records per Section 13.1 of the Routine.

Mr. Steve Brown inquired if email is an acceptable form of a confirming agreement. He continued, stating the Routine Handbook requires the initials of the approvers contact. Mr. Steve Brown stated he emailed an advanced copy with pictures, a response was received stating it was ok and to go ahead with plan. He continued, stating he is receiving the final copies with changes all over the JPA. After discussion, the members agreed that once the confirming agreement has been initialed or approved via email, changes cannot be made to the final preliminary. Then members also agree to memorialize the use of email as an acceptable form of a conforming agreement. The members agreed to further discuss advanced JPA agreements on Item 1592: Advanced JPAs.

Mr. Steve Brown reported DWP has begun to purchase alternative material poles not by class but by ground line moment because different manufacturers used different safety factors. Mr. Brown inquired if the pole type and ground line moment were stamped on the pole would this be acceptable to the rest of the members. After discussion, the members agreed ground line moment would be acceptable to use instead of class.

Review of Action items/JPA Alerts.

- Ms. Hernandez and Ms. Smith to provide vegetation management example
- Mr. Chow and Mr. Vail to work on acceptable verbiage for 7.12
- Remind staff to not change Routine without committee discussion

The Meeting adjourned at 1:30 pm until February 17, 2015.

Ryan Jones, Committee Staff

by facilities of a joint owner and to all solely owned or jointly owned poles replaced for the sole benefit of Members having less than 20 consecutive years of Joint Pole Committee membership.

The cost to benefiting Member shall include:

- (a) Equity of overbuilt Member's structural value of existing pole, less salvage
- (b) Cost of transfer
- (c) Additional material installed to comply with requirements of joint ownership
- (d) Sidewalk or pavement repairs
- (e) Entire removal cost

The sole owner, or each joint owner as appropriate, shall bill the benefiting Member for the portion of pulling and transportation it performs. The Member recovering pole shall allow salvage to other owner(s) for its relinquished interest. Member placing new pole shall bill an interest to other Members.

When a benefiting Member replaces pole and another Member desires additional grade or space, replacement shall be made in accordance with rule of the Routine relating to Section 7.11. Mutual benefit shall not apply where a non-benefiting owner is forced to increase grade or space as a result of the activities undertaken by the benefiting Member.

7.4 Cut and Kick Replacement of Pole

This section provides for the replacement of a pole in the same hole to accommodate the transfer of facilities attached to the old pole. The differential cost of the setting of the new pole when it is mutually beneficial to all members shall be shared equally by all parties. When the placement of a pole in the same hole is not mutually beneficial, the cost shall be borne by the member requesting this type of construction procedure. Hand dig charges are not applicable as an added cost when poles are being replaced in the same hole. (Refer to Authorized Costs Item 19).

Note: Section 7.4 is not a stand-alone section, must be used in conjunction with section identifying reason for replacement.

Reasons for mutual benefit for Cut & Kick not limited to:

- Private Property and Rights of Way
- Driveway
- Substructure Conflicts
- Walls or Obstructions
- Proximity to Equipment

(Revised April 2013)

7.5 Replacement of a Solely Owned Pole With a Jointly Owned Pole

Sole owner's concurrence **must** be obtained prior to undertaking this operation. A solely owned pole replace for mutual benefit is included under this section. Pulling and transportation are at joint expense. Otherwise, for construction started without notification, the Member initiating the work will be responsible for all construction costs incurred by other joint owners.

The rules of Section 7.3 or 7.11 will apply when appropriate.

7.6 A. Replacement of Pole Due to Damage Caused by Any Person, Firm or Corporation Which Is Not a Party to the Joint Pole Agreement

The Member replacing pole shall sell interest to each Member concerned. Each Member shall receive salvage on maximum value recoverable and shall pay pulling and transportation. Each Member shall transfer its facilities and shall bill party responsible for the damage for its share of the net cost of replacement.

Emergency pole installation is where the pole must be replaced immediately: *The joint owner(s) must be notified by telephone or email of emergency installations within 24 hours by setting Member. Setting Member must issue Form 2 Preliminary within 45 calendar days from date of pole replacement, otherwise Section 7.13 will apply. Telephone notification must be confirmed by either Form 2 or Form 48 showing, if known:*

- (a) Time and date of accident
- (b) Time and date joint owner notified
- (c) Name of person notified
- (d) Police report number

In cases where the urgency for new pole installation is not immediate, notification rules of this section will still apply, however the rules of 7.11 will be followed to determine "**proposed**" purchase in new pole. (Revised January 2007)

7.6 B. Replacement of Pole Due to Natural Causes (Storm, Catastrophe)

The Member replacing pole shall sell interest to each Member concerned. Each Member shall receive salvage on maximum value recoverable and shall pay pulling and transportation. Each Member shall transfer its facilities.

~~Emergency pole installation is where the pole must be replaced immediately: The joint owner(s) must be notified by telephone of emergency installations within 24 hours by setting Member. Setting Member must issue Form 2 Preliminary with date and identification of natural cause (Form 48 may be attached). Setting Member must issue Form 2 Preliminary within 180 calendar days from~~

[date of pole replacement, otherwise Section 7.13 will apply.](#)

In cases where the urgency for new pole installation is not immediate, notification rules of this section will still apply, however the rules of 7.11 will be followed to determine “**proposed**” purchase in new pole-(Added January 2012).

[Section 7.13 does not apply. \(Revised July 2014\)](#)

7.7 Replacement of Pole Which Is Used Jointly Without Authority

Any Member maintaining an unauthorized attachment on a pole to be replaced shall:

- Purchase interest in existing pole as specified in Section 4.1 and stated in addition to 7.7.
- Receive salvage if applicable.
- Pay all pulling, transportation, and disposal. If the unauthorized member performs the PTD, they will not receive reimbursement.
- Transfer at own expense.
- Purchase interest in the replacing pole.

This member shall also transfer at own expense and purchase interest in replacing pole.

If Member with unauthorized attachment proposes to abandon concurrent with replacement, it shall:

- Purchase interest in existing pole as specified in Section 4.1 and stated in addition to 7.7.
- Receive salvage if applicable.
- Pay all pulling, transportation and disposal. If the unauthorized member performs the PTD, they will not receive reimbursement.

(Revised January 2013)

7.8 Replacement of Pole Within One Year From Date of Purchase of Interest

When original owner requests the replacement of a joint pole 25 years old or older in which other owner has purchased interest within one year from date Joint Pole Authorization is sent requesting replacement, the other owner(s) shall receive refund of purchase price in pole replaced, shall not be responsible for pulling or transportation costs and shall not receive salvage, but shall purchase interest in new pole and transfer at its own expense. The one-year period referred to herein shall begin with January 1 following date sent of Joint Pole Authorization under which interest was purchased. Excepted are poles in which purchase has been made in accordance with rule of the Routine relating to Section 4.1.

7.9 Replacement for Benefit of Incoming Member or One Owner of Joint Pole Which Could Be Trenched or Moved

This Section applies to a solely or jointly owned pole, less than 25 years old, required to be relocated due to street improvement. When one owner desires to move the pole and another owner or incoming Member desires to replace the pole, the replacement may be made provided the incoming Member, or Member desiring replacement, pays excess cost of transferring facilities and equipment of other owner over such owner's share of cost of moving pole. Where differential costs have been identified, Section 1.2 will be used. In all other respects the replacement shall be made in accordance with the rule of the Routine relating to Section 7.11.

7.10 Replacement of Pole for Private Party or Governmental Agency

In general, any private party or governmental agency causing a pole to be replaced shall pay all expenses in connection therewith. However, certain conditions require special consideration, and no commitment shall be made by a joint owner upon any request from a private party or governmental agency for replacement of a pole until all joint owners have mutually agreed as to the conditions applicable. Otherwise, for construction started without notification, the Member initiating the work will be responsible for all construction costs incurred by other joint owners.

When all owners have agreed as to the basis of settlement and have received authority from such private party or governmental agency to proceed with the work, one of the owners shall replace the pole and sell interest in the new pole to each Member concerned. Each Member shall receive salvage, if applicable, and pay pulling and transportation. Each Member shall transfer its facilities, and upon completion of the work, each Member, as it may have elected to charge for cost of its work, shall bill the said party for its share of the net cost of replacement.

7.11 Replacement of Pole for Mutual Benefit of All Joint Owners

Member replacing pole for mutual benefit shall sell interest in new pole to other Members concerned. Each Member shall transfer at own expense, receive salvage, if applicable, and pay pulling and transportation.

Mutual benefit shall be understood to apply under this section as follows:

- (a) Pole 25 years old or more

(b) Pole less than 25 years old, but rendered unfit for service by any cause not the fault of a joint owner

(c) Pole requiring relocation for the benefit of all Members concerned

(d) Pole identified in an authorized maintenance inspection program as unfit for service

(e) Pole requiring replacement for clearing of discovered existing General Order 95 infractions not the fault of any joint owner.

~~(f) Pole replaced prior to Form 2 and Form 48. Form 2 must be noted that this is a priority pole and include pole loading. Section 7.13 applies only if Form 2 is not issued within 45 days. (Priority pole)~~

For poles that are more than 25 years old, this section applies only to Members having more than 20 consecutive years of Joint Pole Committee membership.

For those Members with less than 20 consecutive years of Joint Pole Committee membership, which initiates the replacement of poles under the provisions of (a) above, Section 7.3 shall apply.

This rule shall also apply where owner failed to issue Notice of Intention for pole and incoming Member desires its replacement within three years, beginning with January 1 following date of its installation. If pole has been installed longer than the three-year period specified and is not more than 25 years old, the replacement shall be in accordance with rule of the Routine relating to Section 7.3.

7.12 **Priority Poles** – Priority poles are defined as the following:

~~(a) Poles that have physical damage or deterioration not applicable under Sections 7.6A or 7.6B~~

~~(b) Poles that fail pole loading calculations per GO-95 specifications~~

~~The joint owner(s) must be notified by telephone or email of priority pole replacements within 24 hours of setting member's determination that a pole needs replacement. Notification will include pole loading calculations, and pictures of damage if applicable. Setting Member must issue Form 2 Preliminary, with pole loading calculations, within 45 calendar days from date of pole replacement. Telephone or email notification must be confirmed by either Form 2 or Form 48 showing:~~

~~(a) Date determination made that pole replacement is required~~

~~(b) Time and date of replacement~~

~~(c) Time and date joint owner notified~~

~~(d) Name of person notified~~

Unused

7.13 Failure to Issue Notice of Intention of Replacement.

If any member replaces pole(s) or anchors (s) prior to issuing a Notice of Intention to the joint owners on record, that member will perform work (without compensation) or:

- pay all PTD charges
- pay all transfer charges of the joint owner(s)
- pay for any additional authorized costs incurred due to the pole replacement

~~For exceptions for replacing poles prior to JPA see Sections 7.6A, 7.6B and 7.11(f).~~

~~This section will not apply to pole replacements agreed to for emergencies, priority poles or storm conditions. For these replacements, use section 7.11. For plant damage replacements refer to section 7.6 (Revised July 2014/January 2012).~~

7.14 Replacement of Wood Pole with Other than Wood Pole.

Member replacing wood pole with other than wood pole for mutual benefit, shall sell interest in new pole to other Members concerned. Each member shall transfer at own expense, receive salvage, and pay pulling and transportation.

Mutual benefit shall be understood to apply under this section as follows:

- (a) Pole 25 years old or more
- (b) Pole less than 25 years old, but rendered unfit for service by any cause not the fault of a joint owner.
- (c) Pole requiring relocation for the benefit of all Members concerned
- (d) Pole identified in authorized maintenance inspection program as unfit for service
- (e) Pole requiring replacement for clearing of discovered existing General Order 95 infractions not the fault of any joint owner

For poles that are more than 25 years old, this section applies only to Members having more than 20 consecutive years of Joint Pole Committee membership.

For those Members with less than 20 consecutive years of Joint Pole Committee membership, which initiates the replacement of poles under the provisions of (a) above, Section 7.3 shall apply.

This rule shall also apply where owner failed to issue Notice of Intention for pole and incoming Member desires its replacement within three years, beginning with January 1 following date of its installation. If pole has been installed longer than the three-year period specified and is not more than 25 years old, the replacement shall be in

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February 17th, 2015

A meeting of the Routine Revision Committee took place on the above date, at 10:30 a.m. at the Committee office. Those in attendance were:

Ms. April Debarge	Southern California Edison
Ms. Jessica Pearson	Southern California Edison
Mr. Wayne Brown	Southern California Edison
Mr. Richard LaBarge	Southern California Edison
Ms. Lilian Hurtado	Southern California Edison
Ms. Paula Haney	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. David Elston	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Joe Serrato	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Lupe Hernandez	Teleport Communications America
Mr. Paul Smolarski	T-mobile USA
Mr. Scott Hunter	City of Los Angeles
Ms. Lynn Prescott	Verizon Wireless
Ms. Yvonne Johnson	AT&T Mobility
Ms. Maria Ortiz	XO Communication
Mr. Albert Aleman	Verizon Ca, MCI / COMM / Metro
Mr. Larry Vail	Verizon Ca, MCI / COMM / Metro
Ms. Manijeh Carmichael	AT&T California
Ms. Janet Chirrick	AT&T California
Ms. Kourtney Wietecha	Extenet Systems
Ms. Angela Pranata	SCJPC Staff
Mr. Kyle Levy	SCJPC Staff
Mr. Ryan Jones	SCJPC Staff

Those attending via teleconference were:

Mr. Earle Carrion	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Marina Birarova	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Lilly Tran	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Ana Le	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Laura Wendover	AT&T California
Ms. Alicia Smith	Sprint/Nextel Sprint Communications

Ms. Hernandez opened the meeting by inquiring if there were any questions or concerns regarding the previous meetings minutes. There were none at the time.

The second item on the agenda was **Interpretation of Routine Handbook**. Ms. Hernandez stated this is a standing agenda item and is to be discussed at every meeting. There were no questions or concerns the members agreed to table this until the next Routine Handbook meeting.

The third item on the Agenda was **Item 1571: Vegetation Trimming at Communication Level**. Ms. Hernandez reminded members that this item was transferred from the Compliance Committee meeting to the Routine Revision Committee for the addition of verbiage to the example created (see attached). After discussion, the member agreed to add the examples to the Routine Handbook effective immediately. The members also agreed to create a JPA Alert notifying members of the addition of the Vegetation Trimming at Communication Level example and verbiage. The members agreed to close this item

The fourth item on the agenda was **Item 1574: Review of Section 18.1**. The members agreed to table this item for the next Routine Revision meeting.

The fifth item on the agenda was **Item 1585: SCE Customer Release Form**. The members agreed to table this item for the next Routine Revision meeting.

The sixth item on the agenda was **Item 1587: Review of Section 7.6, 7.11, &7.13**. Ms. Hernandez stated Edison and Verizon were still working together to find verbiage acceptable to both parties and requested this item be tabled.

The seventh item on the agenda was **Item 1590: Rule 18**. Ms. Hernandez reminded member this item was presented to discuss how members would dictate which member would take the lead on future Vegetation Trimming project pertaining to Rule 18 infractions. Ms. Haney stated this item also involved the noncompliance issue lower priority notifications. After discussion, the members agreed to move this item to Compliance Committee meeting for further review.

The eighth item on the agenda was **Item 1591: Example of Adequate Safety Clearance**. Ms. Hernandez reminded members this was a scenario where the grade and space does not look as though the safety clearance is allocated but the safety clearance zone exists in the field. Ms. Hernandez stated a note should be included specifying the 6' safety clearance zone. After review of the Example of Adequate Safety Clearance (see attached) the members agreed to add the example to the Routine Handbook.

The ninth item on the agenda was **Item 1592: Advanced JPA/Confirming Agreement Prior to Preliminary Form 2**. Ms. Hernandez reminded the members this was a situation where Department of Water and Power sent out advanced JPAs, the JPAs were approved and once the official preliminary JPA was sent changes were made. Ms. Hernandez stated once the preliminary JPA was sent as per the advanced JPA no changes should be made. After discussion, the members agreed to add this item to the Discussions calendar.

Lastly, Ms. Hernandez inquired if the members had any **miscellaneous items**. There were none.

Review of Action items/JPA Alerts.

- Move Item 1590: Rule 18 to Compliance Committee meeting
- Add Vegetation Trimming example and verbiage to Routine Handbook
- Create JPA Alert notifying members of Vegetation Trimming examples
- Add Item 1592: Advanced JPA/Confirming Agreement Prior to Preliminary Form 2 to the Discussion Calendar.

The Meeting adjourned at 11:00 a.m. until March 17, 2015.

Ryan Jones, Committee Staff

AUTHORIZATION FOR JOINT POLE TRANSACTION

J.P. FORM 2-1 Preliminary 1/95

Date Prepared 1/2/2014

This authorization is in accordance with Joint Pole Agreement and Routine. The undersigned have agreed on joint work as specified hereon.

Date Sent 1/3/2014

Confirming Agreement _____

In Field

By Telephone

Est. Const. Start _____

No. of Pages 1

J.P. Auth.No. U2-5678

UTILITY	REPRESENTATIVE	DISTRICT-DIVISION-EXCHANGE	APPROVED	TAXING INSTRUCTIONS	ACCOUNTING DATA
U1	M EVANS	LOS ANGELES		LOS ANGELES	
U2	J SERRATO	LOS ANGELES	L TRAN	LOS ANGELES	XX-56-78
U3	E CARRION	LOS ANGELES		LOS ANGELES	
U4	J COLLINS	LOS ANGELES		LOS ANGELES	

POLE NO.	Pole Length Anchor Size	Year Set	Pole Trt Class Anchor Direct.	Record				Proposed				Item No.	LOCATION AND NATURE OF WORK <small>If not in accordance with Joint Pole agreement and routine-state reasons.</small>		
				U1	U2	U3	U4	U1	U2	U3	U4				
								16KV							
9876-U1	60	48	FT	52-13 32-2	30-1	33-1	29-4 T29							U2 TO CONDUCT GO95 VEGETATION MANAGEMENT AND TRAFFIC CONTROL SEC 1.2 & 14.7	1
				25-7 C31										TOPANGA CYN RD W/S 545' N/O IMPERIAL (630 C2)	2
															3
									1/4(1)			13c	\$450 INCLUDES TRAFFIC CONTROL		4
															5
														U2 TO CONDUCT GO95 VEGETATION MANAGEMENT & TRAFFIC CONTROL SEC 1.2 & 14.7	6
														MISC SHARED COSTS SEC 14.0	7
5678-U1	55	49	FT	48-14	27-1	28-1	26-8 T26							TOPANGA CYN BL E/S 130' N/O FERNWOOD DR	8
									1/3(1)				13c	\$450 - U3 & U4 REIMBURSE U2 \$450 INCLUDES TRAFFIC CONTROL	9
									1/4(1)				15a	RETAG POLE	10
									1/3(1)				110e	PLACE GUY GUARD - U1 & U3 REIMBURSE U2	11
															12
														TOTAL PER POLE COST EXCEEDS AUTHORIZED COST OF ITEM 13b	13
														TOTAL \$900 FOR 2 POLES FOR VEGETATION MANAGEMENT, PERMITS AND TRAFFIC CONTROL	14
														AVERAGING \$450 PER POLE	15
															16
															17

POLE LEGEND: L = LOWER TOP(Item 5E)
 P = PULL (Item 5A) C(XX) = FOOTAGE CUT
 PB = PULL BUTT SCZ = SAFETY CLEARANCE ZONE
 T = TRANSPORT (Item 5B)

Show Quantity of Items to be billed

↑ ↑ ↑ ↑ ↑
GEOGRAPHICAL LOCATION

PRELIMINARY JOINT POLE AUTHORIZATION

GENERAL ORDER 95 VEGETATION MANAGEMENT

- (1) When it is necessary to clear vegetation from a work area under Section 14.7, Items 13b or 13c will be applied. Item 13b has a set cost. For costs exceeding 13b, 13c enables the owner having the work performed to recover shared costs from the other pole owners.
- (2) ~~Illustration of~~ vegetation clearance in conjunction with other pole work.
- (3) Only owners with impacted facilities and/or tenant facilities will share in the authorized costs.
- (4) Include a note ~~under remarks~~ to specify which owners are to reimburse when less than all owners are impacted.
- (5) Note why Item 13c is required
- (6) A written estimate must be made available to impacted owners upon request when item 13c is used.

Indicate proper section for

in Location and Nature of Work

by facilities of a joint owner and to all solely owned or jointly owned poles replaced for the sole benefit of Members having less than 20 consecutive years of Joint Pole Committee membership.

The cost to benefiting Member shall include:

- (a) Equity of overbuilt Member's structural value of existing pole, less salvage
- (b) Cost of transfer
- (c) Additional material installed to comply with requirements of joint ownership
- (d) Sidewalk or pavement repairs
- (e) Entire removal cost

The sole owner, or each joint owner as appropriate, shall bill the benefiting Member for the portion of pulling and transportation it performs. The Member recovering pole shall allow salvage to other owner(s) for its relinquished interest. Member placing new pole shall bill an interest to other Members.

When a benefiting Member replaces pole and another Member desires additional grade or space, replacement shall be made in accordance with rule of the Routine relating to Section 7.11. Mutual benefit shall not apply where a non-benefiting owner is forced to increase grade or space as a result of the activities undertaken by the benefiting Member.

7.4 Cut and Kick Replacement of Pole

This section provides for the replacement of a pole in the same hole to accommodate the transfer of facilities attached to the old pole. The differential cost of the setting of the new pole when it is mutually beneficial to all members shall be shared equally by all parties. When the placement of a pole in the same hole is not mutually beneficial, the cost shall be borne by the member requesting this type of construction procedure. Hand dig charges are not applicable as an added cost when poles are being replaced in the same hole. (Refer to Authorized Costs Item 19).

Note: Section 7.4 is not a stand-alone section, must be used in conjunction with section identifying reason for replacement.

Reasons for mutual benefit for Cut & Kick not limited to:

- Private Property and Rights of Way
- Driveway
- Substructure Conflicts
- Walls or Obstructions
- Proximity to Equipment

(Revised April 2013)

7.5 Replacement of a Solely Owned Pole With a Jointly Owned Pole

Sole owner's concurrence **must** be obtained prior to undertaking this operation. A solely owned pole replace for mutual benefit is included under this section. Pulling and transportation are at joint expense. Otherwise, for construction started without notification, the Member initiating the work will be responsible for all construction costs incurred by other joint owners.

The rules of Section 7.3 or 7.11 will apply when appropriate.

7.6 A. Replacement of Pole Due to Damage Caused by Any Person, Firm or Corporation Which Is Not a Party to the Joint Pole Agreement

The Member replacing pole shall sell interest to each Member concerned. Each Member shall receive salvage on maximum value recoverable and shall pay pulling and transportation. Each Member shall transfer its facilities and shall bill party responsible for the damage for its share of the net cost of replacement.

Emergency pole installation is where the pole must be replaced immediately: *The joint owner(s) must be notified by telephone or email of emergency installations within 24 hours by setting Member. Setting Member must issue Form 2 Preliminary within 45 calendar days from date of pole replacement, otherwise Section 7.13 will apply. Telephone notification must be confirmed by either Form 2 or Form 48 showing, if known:*

- (a) Time and date of accident
- (b) Time and date joint owner notified
- (c) Name of person notified
- (d) Police report number

In cases where the urgency for new pole installation is not immediate, notification rules of this section will still apply, however the rules of 7.11 will be followed to determine "**proposed**" purchase in new pole. (Revised January 2007)

7.6 B. Replacement of Pole Due to Natural Causes (Storm, Catastrophe)

The Member replacing pole shall sell interest to each Member concerned. Each Member shall receive salvage on maximum value recoverable and shall pay pulling and transportation. Each Member shall transfer its facilities.

~~Emergency pole installation is where the pole must be replaced immediately: The joint owner(s) must be notified by telephone of emergency installations within 24 hours by setting Member. Setting Member must issue Form 2 Preliminary with date and identification of natural cause (Form 48 may be attached). Setting Member must issue Form 2 Preliminary within 180 calendar days from~~

[date of pole replacement, otherwise Section 7.13 will apply.](#)

In cases where the urgency for new pole installation is not immediate, notification rules of this section will still apply, however the rules of 7.11 will be followed to determine “**proposed**” purchase in new pole-(Added January 2012).

[Section 7.13 does not apply. \(Revised July 2014\)](#)

7.7 Replacement of Pole Which Is Used Jointly Without Authority

Any Member maintaining an unauthorized attachment on a pole to be replaced shall:

- Purchase interest in existing pole as specified in Section 4.1 and stated in addition to 7.7.
- Receive salvage if applicable.
- Pay all pulling, transportation, and disposal. If the unauthorized member performs the PTD, they will not receive reimbursement.
- Transfer at own expense.
- Purchase interest in the replacing pole.

This member shall also transfer at own expense and purchase interest in replacing pole.

If Member with unauthorized attachment proposes to abandon concurrent with replacement, it shall:

- Purchase interest in existing pole as specified in Section 4.1 and stated in addition to 7.7.
- Receive salvage if applicable.
- Pay all pulling, transportation and disposal. If the unauthorized member performs the PTD, they will not receive reimbursement.

(Revised January 2013)

7.8 Replacement of Pole Within One Year From Date of Purchase of Interest

When original owner requests the replacement of a joint pole 25 years old or older in which other owner has purchased interest within one year from date Joint Pole Authorization is sent requesting replacement, the other owner(s) shall receive refund of purchase price in pole replaced, shall not be responsible for pulling or transportation costs and shall not receive salvage, but shall purchase interest in new pole and transfer at its own expense. The one-year period referred to herein shall begin with January 1 following date sent of Joint Pole Authorization under which interest was purchased. Excepted are poles in which purchase has been made in accordance with rule of the Routine relating to Section 4.1.

7.9 Replacement for Benefit of Incoming Member or One Owner of Joint Pole Which Could Be Trenched or Moved

This Section applies to a solely or jointly owned pole, less than 25 years old, required to be relocated due to street improvement. When one owner desires to move the pole and another owner or incoming Member desires to replace the pole, the replacement may be made provided the incoming Member, or Member desiring replacement, pays excess cost of transferring facilities and equipment of other owner over such owner's share of cost of moving pole. Where differential costs have been identified, Section 1.2 will be used. In all other respects the replacement shall be made in accordance with the rule of the Routine relating to Section 7.11.

7.10 Replacement of Pole for Private Party or Governmental Agency

In general, any private party or governmental agency causing a pole to be replaced shall pay all expenses in connection therewith. However, certain conditions require special consideration, and no commitment shall be made by a joint owner upon any request from a private party or governmental agency for replacement of a pole until all joint owners have mutually agreed as to the conditions applicable. Otherwise, for construction started without notification, the Member initiating the work will be responsible for all construction costs incurred by other joint owners.

When all owners have agreed as to the basis of settlement and have received authority from such private party or governmental agency to proceed with the work, one of the owners shall replace the pole and sell interest in the new pole to each Member concerned. Each Member shall receive salvage, if applicable, and pay pulling and transportation. Each Member shall transfer its facilities, and upon completion of the work, each Member, as it may have elected to charge for cost of its work, shall bill the said party for its share of the net cost of replacement.

7.11 Replacement of Pole for Mutual Benefit of All Joint Owners

Member replacing pole for mutual benefit shall sell interest in new pole to other Members concerned. Each Member shall transfer at own expense, receive salvage, if applicable, and pay pulling and transportation.

Mutual benefit shall be understood to apply under this section as follows:

- (a) Pole 25 years old or more

(b) Pole less than 25 years old, but rendered unfit for service by any cause not the fault of a joint owner

(c) Pole requiring relocation for the benefit of all Members concerned

(d) Pole identified in an authorized maintenance inspection program as unfit for service

(e) Pole requiring replacement for clearing of discovered existing General Order 95 infractions not the fault of any joint owner.

~~(f) Pole replaced prior to Form 2 and Form 48. Form 2 must be noted that this is a priority pole and include pole loading. Section 7.13 applies only if Form 2 is not issued within 45 days. (Priority pole)~~

For poles that are more than 25 years old, this section applies only to Members having more than 20 consecutive years of Joint Pole Committee membership.

For those Members with less than 20 consecutive years of Joint Pole Committee membership, which initiates the replacement of poles under the provisions of (a) above, Section 7.3 shall apply.

This rule shall also apply where owner failed to issue Notice of Intention for pole and incoming Member desires its replacement within three years, beginning with January 1 following date of its installation. If pole has been installed longer than the three-year period specified and is not more than 25 years old, the replacement shall be in accordance with rule of the Routine relating to Section 7.3.

7.12 **Priority Poles** – Priority poles are defined as the following:

~~(a) Poles that have physical damage or deterioration not applicable under Sections 7.6A or 7.6B~~

~~(b) Poles that fail pole loading calculations per GO-95 specifications~~

~~*The joint owner(s) must be notified by telephone or email of priority pole replacements within 24 hours of setting member's determination that a pole needs replacement. Notification will include pole loading calculations, and pictures of damage if applicable. Setting Member must issue Form 2 Preliminary, with pole loading calculations, within 45 calendar days from date of pole replacement. Telephone or email notification must be confirmed by either Form 2 or Form 48 showing:*~~

~~(a) Date determination made that pole replacement is required~~

~~(b) Time and date of replacement~~

~~(c) Time and date joint owner notified~~

~~(d) Name of person notified~~

Unused

7.13 Failure to Issue Notice of Intention of Replacement.

If any member replaces pole(s) or anchors (s) prior to issuing a Notice of Intention to the joint owners on record, that member will perform work (without compensation) or:

- pay all PTD charges
- pay all transfer charges of the joint owner(s)
- pay for any additional authorized costs incurred due to the pole replacement

~~For exceptions for replacing poles prior to JPA see Sections 7.6A, 7.6B and 7.11(f).~~

~~This section will not apply to pole replacements agreed to for emergencies, priority poles or storm conditions. For these replacements, use section 7.11. For plant damage replacements refer to section 7.6 (Revised July 2014/January 2012).~~

7.14 Replacement of Wood Pole with Other than Wood Pole.

Member replacing wood pole with other than wood pole for mutual benefit, shall sell interest in new pole to other Members concerned. Each member shall transfer at own expense, receive salvage, and pay pulling and transportation.

Mutual benefit shall be understood to apply under this section as follows:

- (a) Pole 25 years old or more
- (b) Pole less than 25 years old, but rendered unfit for service by any cause not the fault of a joint owner.
- (c) Pole requiring relocation for the benefit of all Members concerned
- (d) Pole identified in authorized maintenance inspection program as unfit for service
- (e) Pole requiring replacement for clearing of discovered existing General Order 95 infractions not the fault of any joint owner

For poles that are more than 25 years old, this section applies only to Members having more than 20 consecutive years of Joint Pole Committee membership.

For those Members with less than 20 consecutive years of Joint Pole Committee membership, which initiates the replacement of poles under the provisions of (a) above, Section 7.3 shall apply.

This rule shall also apply where owner failed to issue Notice of Intention for pole and incoming Member desires its replacement within three years, beginning with January 1 following date of its installation. If pole has been installed longer than the three-year period specified and is not more than 25 years old, the replacement shall be in

accordance with rule of the Routine relating to Section 7.3.

Section 1.2 required for Engineered Steel Poles.

Note: The setting member will PTD other than wood poles.

(Revised January 2011).

PRELIMINARY JOINT POLE AUTHORIZATION
ANTENNA PLACEMENT SHOWING SAFETY CLEARANCE ADEQUATE
EXAMPLE XX

- (1) This transaction shows U2 purchasing to place an antenna.
The proposed space/grade is greater than shown in Section 16.1B.
Per field conditions, there is adequate safety clearance.

- (2) Include note in Location and Nature of Work, to specify actual field height attachments that confirm safety clearance zone(s) is adequate.

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
279 E. Arrow Hwy., Suite 104
San Dimas, CA 91773
Phone (909) 599-3801

March 17th, 2015

A meeting of the Routine Revision Committee took place on the above date, at 12:35 p.m. at the Committee office. Those in attendance were:

Mr. Larry Chow	Southern California Edison
Ms. April Debarge	Southern California Edison
Mr. Wayne Brown	Southern California Edison
Mr. Richard LaBarge	Southern California Edison
Ms. Amanda Collopy	Southern California Edison
Ms. Paula Haney	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Lupe Hernandez	Teleport Communications America
Mr. Scott Hunter	City of Los Angeles
Mr. Steve Brown	City of Los Angeles
Mr. Ruben Hauser	City of Los Angeles
Ms. Yvonne Johnson	AT&T Mobility
Ms. Maria Ortiz	XO Communication
Mr. Paul Smolarski	T-mobile USA
Mr. William Kearns	Verizon Ca, MCI / COMM / Metro
Mr. Josh Mathisen	AT&T California
Ms. Kourtney Wietecha	Extenet Systems
Ms. Angela Pranata	SCJPC Staff
Mr. Kyle Levy	SCJPC Staff
Mr. Ryan Jones	SCJPC Staff

Those attending via teleconference were:

Mr. Earle Carrion	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Joe Serrato	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Janet Chirrick	AT&T California
Ms. Alicia Smith	Sprint/Nextel Sprint Communications

Ms. Hernandez opened the meeting by inquiring if there were any questions or concerns regarding the previous meetings minutes. There were none at the time.

The second item on the agenda was **Interpretation of Routine Handbook**. Ms. Hernandez stated this is a standing agenda item and is to be discussed at every meeting. There were no questions or concerns the members agreed to table this until the next Routine Handbook meeting.

The third item on the agenda was **Item 1574: Review of Section 18.1**. The members agreed to table this item for the next Routine Revision meeting.

The fourth item on the agenda was **Item 1585: SCE Customer Release Form**. The members agreed to table this item for the next Routine Revision meeting.

The fifth item on the agenda was **Item 1587: Review of Section 7.6, 7.11, &7.13**. Ms. Hernandez stated Edison and Verizon were still working together to find verbiage acceptable to both parties and requested this item be tabled.

Lastly, Ms. Hernandez inquired if the members had any **miscellaneous items**.

Ms. Hernandez inquired what to do if a member is an owner on the pole record but they are not attached in the field. Ms. Hernandez stated Cable Engineering Services have received JPAs that show the member relinquishing interest when on record but not in the field. She continued, stating the initiating member cannot be sure that the member on record wants to relinquish interest in the pole. Ms. Hernandez suggested that any owner of record that is not attached in the field should be kept an owner on the “propose” portion of the JPA but noted the owner is not attached in field. After discussion, the members agreed to that only the owner of record can relinquish interest. The members also agreed to review verbiage for section 5.1A on **Item 1595: Section 5.1A Update**.

Ms. Hernandez stated the verbiage in section 17.0 is unclear in its definition on a non-owner attachment. Ms. Hernandez stated if an owner has a tenant and desires to relinquish interest in the pole they must find another owner to assume responsibility of the tenant. She continued, stating if no one agrees to take responsibility for the tenant the owner wanting to relinquish interest would be unable to do so. Mr. Mathisen stated he was of the opinion the electric member should have an obligation to take the tenant. Mr. Chow stated the only way that would work would be if all members were required to have a licensed lease process. Mr. Hunter stated if an owner relinquishes and the base owner now owns the space the Department of Water and Power would be obligated to take responsibility for the tenant per CPUC 9510 – 9520. He continued, stating if for some reason the Department of Water and Power do not own that space they would not be responsible for the tenant. Mr. Hunter inquired which members would take responsibility for the pole and tenant if the base owner wanted to relinquish interest. Ms. Hernandez stated the next owner would be dictated by seniority until an owner agreed to have the pole retagged. After discussion, Mr. Mathisen agreed to review and try and clarify the verbiage for section 17.0 non-owner attachments.

Ms. Haney stated section 20.4 need to be updated to include new abbreviations and alphabetize information. After discussion, the members agreed to internally discuss the abbreviations that should be added to this section.

Routine Revision – March 17, 2015

Review of Action items/JPA Alerts.

- Members to internally discuss abbreviations for section 20.4
- Mr. Mathisen to work on rewriting section 17.0
- Mr. Chow to check on Edison's Customer Release Form

The Meeting adjourned at 1:20 pm until April 14, 2015.

Ryan Jones, Committee Staff

NON-OWNER ATTACHMENTS

17.0 Non-Owner Attachments

For the purpose of this section, a non-owner attachment is any attachment of overhead facilities by a Member of the Southern California Joint Pole Committee (other than through ownership), non-member utility, or non-utility entity, to a pole owned by one or more Member(s) of the Committee. The non-owner shall be responsible for securing an agreement with a Member.

The Member making space available to a non-owner shall assume full responsibility for the non-owner attachment, including notification for recordkeeping, and will be responsible for all administrative, rearrangement, and other costs which are incurred to accommodate non-owner attachments, for all other owners (and their tenants) attached to a pole.

Existing agreements with tenants and non-base owners will remain in effect on existing joint poles or future joint pole replacements. For existing attachments prior to January 1, 1994, see Section 16.4B.

An owner may not relinquish its interest in a pole on which it has a tenant unless the tenant's equipment is removed or one of the remaining owners accepts the non-owner as its tenant. If the tenant wishes to remain on the pole, and the tenant is a Member of the SCJPC, the tenant must purchase space on the pole for its overhead facilities.

In the case of an emergency pole replacement by a non-base owner, the tenant remains with the original owner who maintains an attachment agreement.

20.4 Joint Pole Authorization Abbreviations

Bottom inside positionb.i.p.
Bottom outside position.....	b.o.p.
Bottom middle position.....	b.m.p.
Top inside position.....	t.i.p.
Top inside middle position.....	t.i.m.p.
Top outside position.....	t.o.p.
Top outside middle position.....	t.o.m.p.
Top middle position.....	t.m.p.
Cable arm.....	ca
Cable extension arm.....	.cea
Cross arm.....	...xarm
Guard arm.....	...ga
Pole top extension.....	...ptx
Microcell.....	...mc
No cost/charge.....	...nc
With.....	...w/
No interest.....	...n i
Replace.....	...repl
Remove.....	...rmv
Section.....	...sec
Place.....	...pl
Relinquish.....	...relinq
Authorized cost.....	...ac
Transfer.....	...trfr
Lower.....	...lwr
Down guy.....	...dng
Overhead guy.....	...ohg
Pole to pole guy.....	...ppg
Kilovoltage.....	...KV
Should be.....	...s/b
Shown as.....	...s/a
Each.....	...ea
Additional.....	...add'l
Anchor.....	...anc
Pipe brace.....	...PBR
Pull.....	...P
Pull butt.....	...PB
Transport.....	...T
Salvage.....	...S
Dispose.....	...D
Tenant.....	...Tn or T
Lower.....	...L
Footage cut.....	...C (xx')
Safety Clearance zone.....	...SCZ
Anchor/arm removed.....	...AR
Anchor/arm transferred.....	...AT

Note: The last eleven (11) abbreviations are also listed in the lower left hand corner of the Authorization for Joint Pole Transaction (J.P. Form 2-1)

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
279 E. Arrow Hwy., Suite 104
San Dimas, CA 91773
Phone (909) 599-3801

April 14th, 2015

A meeting of the Routine Revision Committee took place on the above date, at 9:20 a.m. at the Committee office. Those in attendance were:

Mr. Larry Chow	Southern California Edison
Ms. Jessica Pearson	Southern California Edison
Ms. April Debarge	Southern California Edison
Mr. Richard LaBarge	Southern California Edison
Ms. Paula Haney	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Lupe Hernandez	Teleport Communications America
Ms. Yvonne Johnson	AT&T Mobility
Ms. Maria Ortiz	XO Communication
Ms. Manijeh Carmichael	AT&T California
Mr. Paul Smolarski	T-mobile USA
Mr. Jerry Ruiz	Verizon Ca, MCI / COMM / Metro
Ms. Lynn Prescott	Verizon Wireless
Mr. Josh Mathisen	AT&T California
Ms. Kourtney Wietecha	Exenet Systems
Ms. Angela Pranata	SCJPC Staff
Mr. Kyle Levy	SCJPC Staff
Mr. Ryan Jones	SCJPC Staff

Those attending via teleconference were:

Mr. Earle Carrion	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Jane Bibb	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Marina Birarova	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Joe Serrato	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Lily Tran	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Tina Simms	AT&T California
Ms. Alicia Smith	Sprint/Nextel Sprint Communications
Mr. Steven Pebley	Frontier Communication

Ms. Hernandez opened the meeting by inquiring if there were any questions or concerns regarding the previous meetings minutes. There were none at the time.

The second item on the agenda was **Interpretation of Routine Handbook**. Ms. Hernandez stated this is a standing agenda item and is to be discussed at every meeting. There

were no questions or concerns the members agreed to table this until the next Routine Handbook meeting.

The third item on the agenda was **Item 1574: Review of Section 18.1**. The members agreed to table this item for the next Routine Revision meeting.

The fourth item on the agenda was **Item 1585: SCE Customer Release Form**. The members agreed to table this item for the next Routine Revision meeting.

The fifth item on the agenda was **Item 1587: Review of Section 7.6, 7.11, &7.13**. Ms. Hernandez stated Edison and Verizon were still working together to find verbiage acceptable to both parties and requested this item be tabled.

The sixth item on the agenda was **Item 1595: Section 5.1(A) Update**. Ms. Hernandez reminded members this was an attempt to clarify the language in 5.1(A) to include verbiage stating only the owner of the space would be allowed to relinquish their interest in a pole. Ms. Hernandez stated this was a result of a member being an owner of record but not attached in the field. She continued, stating an incoming member cannot determine if the owner of space should relinquish because of nonattachment. Mr. Chow suggested the verbiage include what should not happen. He continued, referencing that one member cannot relinquish for another member. Mr. Chow noted that Edison would like somebody other than the owning member to be able to initiate a relinquishment only in the happenstance where the relinquishing member gives their approval. Ms. Haney stated relinquishment meant the owner no longer wanted any interest in the pole. She continued, stating section 4.0 would be used if she intended to sell the space to an incoming owner. Ms. Hernandez inquired what section would be used if there was not an incoming owner. After extensive discussions, the consensus was that the space would go back to the base owner under section 5.1A as it stated space can relinquished in whole or partially. Ms. Hernandez volunteered to update the verbiage for section 5.1(A). The members agreed to table this item.

The seventh item on the agenda was **Item 1596: Section 7.11X Replacement of an Overloaded Pole**. Ms. Hernandez stated if a pole is overloaded prior to a new attachment and the source of the overloading cannot be confirmed, the pole should be replaced at mutual benefit. She continued, stating the incoming member will not be responsible in the PTD cost due to the pole being overloaded at the time of attachment. After discussion, the member agreed to include found overloaded poles in section 7.11(B) descriptions. The members also agreed to add this item to the Discussions calendar.

Lastly, Ms. Hernandez inquired if the members had any **miscellaneous items**.

Ms. Hernandez presented the section 17.0 verbiage created by Mr. Mathisen for review (see attached). Ms. Hernandez inquired if a member was able to tell a tenant they are no longer authorized to be on a pole. Mr. Chow stated Edison's licensed lease agreement allows them to notify a tenant that their attachment will be terminated. After discussion, the member agreed to add this to the Discussions calendar for further review.

Ms. Haney presented an updated section 20.4 abbreviations list for review (see attached). The members agreed to the changes made for section 20.4. Ms. Debarge inquired if single wood arms (SWA) should be included in section 20.4. Ms. Hernandez stated JPAs should show just ARM to represent in any type of arm on a pole record. After discussion, the members agreed to add this to the Discussion calendar for further review.

Mr. Levy reported the committee staff received JPAs using both sections 7.13 and 1.2. Ms. Hernandez reminded members 7.13 is a pole replacement where a JPA was not issued prior to the pole replacement. She continued, stating using sections 7.13 and 1.2 together was an oxymoron and would not be in compliance with the routine. Ms. Pranata stated the committee staff will not return section 7.13 JPAs that used 1.2 they will simply ignore the 1.2 and bill accordingly. After discussion, the members agreed sections 7.13 and 1.2 cannot be used together. The members also agreed to create a JPA Alert reminding members that section 1.2 cannot be used with section 7.13.

Ms. Hernandez reported receiving a billed JPA with Denied in the approval column. She continued, stating luckily this JPA was ok to final bill. After discussion, the members agreed the committee staff would inquire if the approval column was questionable.

Ms. Pearson requested some clarity on the list of license lease agreements received from other members. She continued, stating Time Warner Cable indicated that they do have a license lease agreement but did not indicate if they were leasing from or to a member. Ms. Pearson also included ATS as a member whom indicated they had a license lease agreement. She continued, referencing a situation where a tenant should have applied for a lease agreement with ATS but the tenant stated ATS would not allow them the leasing agreement. Ms. Hernandez stated ATS could still have a licensed lease agreement they just do not have an executed agreement. Ms. Hernandez stated she would forward the point of contact information to Ms. Pearson.

Review of Action items/JPA Alerts.

- Ms. Hernandez to send contact information to Ms. Pearson
- Mr. Levy to create JPA Alert regarding discussion on section 7.13 & 1.2
- Review abbreviation
- Add propose section 17.0 verbiage to Discussions calendar
- Ms. Hernandez to work on section 5.1(A) verbiage
- Mr. Chow to check on SCE Customer Release Form
- Add section 7.11(b) to Discussion calendar

The Meeting adjourned at 10:30 am until May 19, 2015.

Ryan Jones, Committee Staff

20.4 Joint Pole Authorization Abbreviations

Additional.....	add'l
Anchor.....	anc
Anchor/arm removed*.....	AR
Anchor/arm transferred*.....	AT
Antenna.....	ANT
Authorized cost.....	ac
Bottom inside position.....	b.i.p.
Bottom outside position.....	b.o.p.
Bottom middle position.....	b.m.p.
Cable arm.....	ca
Cable extension arm.....	cea
Clearance attachment.....	CLR
Communciation.....	C
Cross arm.....	xarm
Dispose*.....	D
Down guy.....	dng
Each.....	ea
Entire Interest.....	ent or ent int
Footage cut*.....	C (xx')
Free attachment.....	FA
Ground line circumference.....	GLC
Guard arm.....	ga
Kilovoltage.....	KV
Lower*.....	L
Lower.....	lwr
Microcell.....	mc
No cost/charge.....	nc
Overhead guy.....	ohg
Pipe brace.....	PBR
Place.....	pl
Pole top extension.....	ptx
Pole to pole guy.....	ppg
Power communication.....	p-comm
Pull*.....	P
Pull butt*.....	PB
Relinquish.....	relinq
Remove.....	rmv
Replace.....	repl
Safety Clearance zone*.....	SCZ
Salvage*.....	S
Section.....	sec
Should be.....	s/b
Shown as.....	s/a
Tenant*.....	Tn or T
Top inside middle position.....	t.i.m.p.
Top inside position.....	t.i.p.
Top outside position.....	t.o.p.
Top middle position.....	t.m.p.
Top outside middle position.....	t.o.m.p.
Transfer.....	trfr
Transport*.....	T
With.....	w/

Note: ~~The last eleven (11)~~ Starred* abbreviations are also listed in the lower left hand corner of

the Authorization for Joint Pole Transaction (J.P. Form 2-1)

Pole Number: 30321SPR **Status: Active**
Unique ID: 171987
Location: WESTRIDGE RD E/S 770' N/O CORREA WAY
Lat/Long: / **Class:**
Pole Height: 40 **Top:** 0
Year Set: 2002 **Treatment:** FT
City: BRENTWOOD **Code:**
Repl Pole#:

Company	Grade& Space	Additional Info	
MM	FREE ATTACH		
SPR	ENT		

JPA Number: SPRLA413B01

Bill of Sale:

1/05: M HAS FREE ATTACH:

FREE ATTACH should be designated as FA

Pole Number: 3000020NEX **Status: Active**
Unique ID: 7951
Location: BEVERLY GLEN DR E/S 387' N/O C/L PERDIDO LANE
Lat/Long: / **Class:**
Pole Height: 40 **Top:**
Year Set: 2004 **Treatment:** FT
City: HOLLYWOOD HILLS **Code:**
Repl Pole#:

Company	Grade& Space	Additional Info	
MM	L CLR		
SPR	CLR		
ATC	CLR		
NG	CLR		
SPR	ENT INT		

JPA Number: NEX15208001

Bill of Sale:

3/05: NO ATTACH COSTS: NEX15208-001

Delete SPR CLR. Should grades be indicated?

Pole Number: 4263258E

Status: Active

Unique ID: 1705812

Location: PCH S/S 50' W/O LAS FLORES CYN

Lat/Long: /

Class:

Pole Height: 50

Top:

Year Set: 1994

Treatment: FT

City: MALIBU

Code: 5AW1

Repl Pole#:

Company	Grade&Space	Additional Info
E	16K ENT INT	
NG	CLR 27-1	
VZ	CLR 25-1	

JPA Number: SPR-100NG-16

Bill of Sale:

8/07: NO ATTACH COSTS: E6035-0097

11/09: SPR TFR INT TO NG PER SEC 1.2 (1/12/2007):

No space should be designated because there is no ownership.

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
279 E. Arrow Hwy., Suite 104
San Dimas, CA 91773
Phone (909) 599-3801

May 19th, 2015

A meeting of the Routine Revision Committee took place on the above date, at 11:00 a.m. at the Committee office. Those in attendance were:

Ms. Jessica Pearson	Southern California Edison
Ms. April Debarge	Southern California Edison
Mr. Wayne Brown	Southern California Edison
Ms. Paula Haney	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Lupe Hernandez	Teleport Communications America
Ms. Yvonne Johnson	AT&T Mobility
Ms. Maria Ortiz	XO Communication
Mr. Scott Hunter	City of Los Angeles
Mr. Ruben Hauser	City of Los Angeles
Ms. Manijeh Carmichael	AT&T California
Mr. William Kearns	Verizon Ca, MCI / COMM / Metro
Mr. Ray Roundtree	Verizon Ca, MCI / COMM / Metro
Mr. Kevin Taylor	Verizon Ca, MCI / COMM / Metro
Ms. Lynn Prescott	Verizon Wireless
Ms. Kourtney Wietecha	Extenet Systems
Ms. Angela Pranata	SCJPC Staff
Mr. Ryan Jones	SCJPC Staff

Those attending via teleconference were:

Mr. Earle Carrion	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Jane Bibb	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Marina Birarova	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Joe Serrato	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Lily Tran	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Tina Simms	AT&T California
Mr. Josh Mathisen	AT&T California
Ms. Alicia Smith	Sprint/Nextel Sprint Communications

Ms. Hernandez opened the meeting by inquiring if there were any questions or concerns regarding the previous meetings minutes. There were none at the time.

The second item on the agenda was **Interpretation of Routine Handbook**. Ms. Hernandez stated this is a standing agenda item and is to be discussed at every meeting. Ms. Pearson reported she would be producing a current list of foreign JPAs that have not yet been final billed. The members agreed to table this until the next Routine Handbook meeting.

The third item on the agenda was **Item 1574: Review of Section 18.1**. Ms. Pearson reminded members this item was on hold because the members were working on updating the verbiage for section 4.0. She continued, stating since the members decided to leave section 4.0 the way it is currently written discussions of time frames for section 18.1F would resume. Ms. Pearson stated this issue started when Edison sent out Form 7's trying to recoup item 14 costs. She continued, stating she would check internally on the timeframe verbiage created by Mr. Eastwood. After discussion, the members agreed to table this item for the next Routine Revision meeting.

The fourth item on the agenda was **Item 1585: SCE Customer Release Form**. Ms. Pearson reported Edison is coordinating internally so that the planning organization can begin utilizing the form on JPAs. The members agreed to table this item for the next Routine Revision meeting.

The fifth item on the agenda was **Item 1587: Review of Section 7.6, 7.11, &7.13**. Ms. Hernandez stated Edison and Verizon were still working together to find verbiage acceptable to both parties and requested this item be tabled.

The sixth item on the agenda was **Item 1595: Section 5.1(A) Update**. Ms. Hernandez reported she was unable to complete the verbiage for section 5.1(A) and request this item be tabled until the next Routine Revision meeting.

The seventh item on the agenda was **Item 1596: Section 7.11X Replacement of an Overloaded Pole**. Ms. Pranata reported this item was approved in the April Administrative Board meeting. The members agreed to close this item.

Lastly, Ms. Hernandez inquired if the members had any **miscellaneous items**.

Ms. Hernandez reopened discussion on the section 17.0 verbiage created by Mr. Mathisen. Ms. Pranata reported the verbiage was not approved at the May Administrative Board meeting and was sent back to the Routine Revision committee to be reworked. Ms. Hernandez stated the Routine Handbook stated a member cannot relinquish interest if they have a tenant unless another owner takes responsibility for the tenant. Mr. Wayne Brown stated members could not rely on the tenant to contact other owners. Ms. Ortiz argued that the responsibility also should not fall on the other owners to contact the tenant. Ms. Hernandez stated it would depend on each members' specific lease agreement as to how a tenant would be contacted. Ms. Wietecha stated the notification the tenant receives from the current owner should act as a triggering mechanism for the tenant to apply to the other owners. Ms. Haney inquired what would happen with the space once vacated by the original owner. She continued, stating the attachment could be unauthorized if the paperwork was not completed. Mr. Wayne Brown stated Edison is typically not interested in owning communication space and would prefer a communications owner accepts responsibility for the tenant. Mr. Mathisen stated members would need to take into account which members are required to take on tenants and which members have agreements with tenants. Ms. Carmichael suggested tenants show proof that they been accepted by another owner before allowing the prior owner to relinquish interest. She continued, stating there are two scenarios, poles that are being replaced and poles that are not.

Ms. Carmichael explained if the pole is being replaced, the member with the tenant would not be purchasing interest in the new pole and should not be responsible for the tenant. Mr. Hunter argued that the owner responsible for the tenant is the only entity with rights over that tenant and no other member has the right to dictate anything to the tenant without a lease agreement. Ms. Carmichael stated if the tenant attaches to the new pole the tenant would have had to apply to a current owner. Mr. Hunter stated even though the relinquishing owner is no longer on the pole, they would still be responsible for the tenant because they have a lease agreement. He continued, suggesting owners with tenants wanting to relinquish should notify their tenant to vacate the pole by xx date or they will become an unauthorized attachment. After discussion, the members updated the verbiage (see attached). The members agreed add the proposed verbiage to the Discussions calendar and to vote on the proposed verbiage at the June Administrative Board meeting.

Ms. Hernandez reopened discussion on an updated section 20.4 abbreviations list by inquiring if the Ms. Pranata received any additional abbreviations that needed to be added to the list. Ms. Pranata reported she received no replies requesting the addition of any abbreviations. Ms. Prescott suggested the members review and update the examples in the Routine Handbook. The members agreed to create **Item 1597: Review of Routine Handbook Examples**. After discussion, the members agreed to add this to the Discussion calendar for further review. If agreed upon the list would be published in the 2016 Routine Handbook.

Ms. Hernandez stated members are sending the Form 7s to the committee staff indicating to not final bill JPA. Ms. Hernandez continued, stating the initiator of the JPAs in question have not issued a Form 48. Ms. Pranata reported that the Committee staff is receiving 20 or more Form 7s a week from Verizon stating not to bill. Ms. Hernandez stated a Form 7 should be submitted to the initiating member after work has been completed. She continued, stating if there was an issue or something needs to be resolved, a Form 7 would then be allowed to be sent to the Committee staff indicating do not bill. Ms. Hernandez instructed the Committee staff to return Form 7s that have been sent to the committee in the preliminary stage. Mr. Wayne Brown stated if Verizon is receiving the Form 48 with the Form 7, it would be acceptable to send the Form 7 the Committee indicating not to bill. Mr. Taylor presented a JPA that Verizon sent a Form 7 to stop billing because Verizon did not agree to section 10.8 (see attached). In reviewing the example JPA, Mr. Taylor asked that the location with township and range be updated with current cross streets, if available. Mr. Wayne Brown stated if Edison was intending to perform the transfer it would be shown on the JPA. He continued, stating Verizon would then have 45 days to deny the transfer. Mr. Wayne Brown stated within the 45 day, if Verizon has not received a Form 48 a Form 7 cannot be sent to the Committee office. After discussion, Mr. Kearns agreed to work with Ms. Pranata to try and find a solution to the excessive number of Form 7s being submitted.

Review of Action items/JPA Alerts.

- Ms. Hernandez to work on section 5.1(A) verbiage
- Add Section 17.0 Clarification to the Discussions calendar
- Ms. Pearson to produce a current list of Foreign JPAs

The Meeting adjourned at 12:35 p.m. until June 16, 2015.

Routine Revision – May 19, 2015

Ryan Jones, Committee Staff

NON-OWNER ATTACHMENTS

17.0 Non-Owner Attachments

For the purpose of this section, a non-owner attachment is any attachment of overhead facilities by a Member of the Southern California Joint Pole Committee (other than through ownership), non-member utility, or non-utility entity, to a pole owned by one or more Member(s) of the Committee. The non-owner shall be responsible for securing an agreement with a Member.

The Member making space available to a non-owner shall assume full responsibility for the non-owner attachment, including notification for recordkeeping, and will be responsible for all administrative, rearrangement, and other costs which are incurred to accommodate non-owner attachments, for all other owners (and their tenants) attached to a pole.

Existing agreements with tenants and non-base owners will remain in effect on existing joint poles or **future joint pole replacements.** For existing

attachments prior to January 1, 1994, see Section 16.4B.

An owner may not relinquish its interest in a pole on which it has a tenant. ~~Unless the tenant's equipment is removed or one of the remaining owners accepts the non-owner as its tenant, the owner wishing to relinquish ownership in a pole on which it has a tenant shall provide to the other owner(s), upon request, proper documentation that the non-owner has been properly notified of this requirement and that attachment is no longer authorized.~~ If the tenant wishes to remain on the pole, and the tenant is a Member of the SCJPC, the tenant must purchase space on the pole for its overhead facilities.

In the case of an emergency pole replacement by a non-base owner, the tenant remains with the original owner who maintains an attachment agreement.

Comment [jm1]: The changes in the next paragraph should also apply to pole replacements. Does this need additional language?

20.4 Joint Pole Authorization Abbreviations

Additional.....	add'l
Anchor.....	anc
Anchor/arm removed*	AR
Anchor/arm transferred*	AT
Antenna.....	ANT
Authorized cost.....	ac
Bottom inside position	bip
Bottom outside position.....	bop
Bottom middle position.....	bmp
Cable arm.....	ca
Cable extension arm.....	cea
Clearance attachment.....	CLR
Communication.....	C
Cross arm.....	xarm
Dispose*	D
Down guy.....	dng
Each.....	ea
Entire Interest.....	ent or ent int
Footage cut*.....	C (xx')
Free attachment.....	FA
Ground line circumference.....	GLC
Guard arm.....	ga
Kilovoltage.....	KV
Lower*	L
Lower.....	lwr
Microcell.....	mc
No cost/charge.....	nc
Overhead guy.....	ohg
Pipe brace.....	PBR
Place.....	pl
Pole top extension.....	ptx
Pole to pole guy.....	ppg
Power communication.....	p-comm
Pull*.....	P
Pull butt*.....	PB
Relinquish.....	relinq
Remove.....	rmv
Replace.....	repl
Safety Clearance zone*.....	SCZ
Salvage*.....	S
Section.....	sec
Should be.....	s/b
Shown as.....	s/a
Temporary attachment.....	TEMP
Tenant*.....	Tn or T
Top inside middle position.....	tmp
Top inside position.....	tip
Top outside position.....	top
Top middle position.....	tmp
Top outside middle position.....	tomp
Transfer.....	trfr
Transport*.....	T
With.....	w/

Note: ~~The last eleven (11)~~ Starred* abbreviations are also listed in the lower left hand corner of the Authorization for Joint Pole Transaction (J.P. Form 2-1)

J/P MEMORANDUM FORM 7

Date: _____

JPA No.: _____

Job No.: _____

Used for only **MINOR** additions, deletions
or changes to Authorizations

Utility: E Representative/Signature: _____ Phone No.: _____
 To: _____
 To: _____
 To: _____
 From: VZ KEVIN MOY 951-202-3431

Dist./Exc.: _____ TRI-Valley

Carbon Copies To: _____ SCJPC

- ADD
- DELETE
- CORRECT TO READ
- CANCEL JPA

- SEE JPA PRELIMINARY ATTACHED
- CHANGE LOCATION TO READ
- REMOVE TEMPORARY ATTACHMENT FROM RECORD

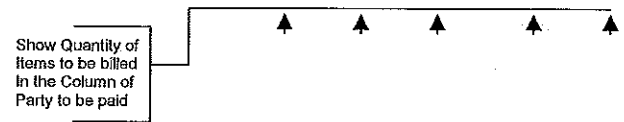
Remarks: Per SEC. 10.0,VZ DENY SEC. 10.8 or all changes in authorized cost's. NO prior approval, therefore final bill can't process until resolution Is reached. Due to Verizon having to re-field the JPA please issue a correcting JPA with changes and a new sent date Per Sec.18.1-C Item-B

POLE NO.	Pole Length	Year Set	Pole Treat	Record				Proposed				Item No.	LOCATION AND NATURE OF WORK <small>If not in accordance with Joint Pole Agreement and Routine – state reason(s).</small>	
	Anchor Size		Anchor Direct.											
														1
														2
														3
														4
														5
														6
														7
														8

POLE LEGEND:
 P = PULL
 PB = PULL BUTT
 T = TRANSPORT
 S = SALVAGE
 D = DISPOSE
 TN = TENANT

L = LOWER TOP
 C(XX) = FOOTAGE CUT
 SCZ = SAFETY CLEARANCE ZONE

ANCHOR LEGEND:
 AR = ANCHOR/ARM REMOVED
 AT = ANCHOR/ARM TRANSFERRED



GEOGRAPHICAL LOCATION

 COMMUNITY

Utility: E Representative/Signature: _____ Phone No.: _____
 To: _____
 To: _____
 To: _____
 From: VZ R. Horton 951 929-3126

J/P MEMORANDUM FORM 7

Date: _____
 JPA No.: _____
 Job No.: _____

Used for only **MINOR** additions, deletions
or changes to Authorizations

Dist./Exc.: TRI-Valley

Carbon Copies To: SCJPC

- ADD CORRECT TO READ
 DELETE CANCEL JPA

- SEE JPA PRELIMINARY ATTACHED
 CHANGE LOCATION TO READ
 REMOVE TEMPORARY ATTACHMENT FROM RECORD

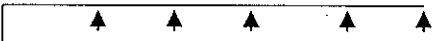
Remarks: Per SEC. 10.0,VZ DENY SEC. 10.8 or all changes in authorized cost's. NO prior approval, therefore final bill can't process until resolution Is reached. Due to Verizon having to refiled the jpa please issue a correcting jpa with changes and a new sent date Per Sec.18.1-C Item-B VZ Will not accept adding items on F-48 See Sec. 18.1-C- (D)

POLE NO.	Pole Length	Year Set	Pole Treat	Record				Proposed				Item No.	LOCATION AND NATURE OF WORK If not in accordance with Joint Pole Agreement and Routine – state reason(s).	
	Anchor Size		Anchor Direct.											
														1
														2
														3
														4
														5
														6
														7
														8

POLE LEGEND:
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 TN = TENANT

L = LOWER TOP
C(XX) = FOOTAGE CUT
SCZ = SAFETY CLEARANCE ZONE
ANCHOR LEGEND:
AR = ANCHOR/ARM REMOVED
AT = ANCHOR/ARM TRANSFERRED

Show Quantity of
Items to be billed
In the Column of
Party to be paid



GEOGRAPHICAL LOCATION

COMMUNITY

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
279 E. Arrow Hwy., Suite 104
San Dimas, CA 91773
Phone (909) 599-3801

June 16th, 2015

A meeting of the Routine Revision Committee took place on the above date, at 9:00 a.m. at the Committee office. Those in attendance were:

Ms. Jessica Pearson	Southern California Edison
Mr. Larry Chow	Southern California Edison
Ms. April Debarge	Southern California Edison
Mr. Wayne Brown	Southern California Edison
Mr. Richard LaBarge	Southern California Edison
Ms. Paula Haney	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Dave Elston	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Eric Zoglmann	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC\
Mr. Joe Serrato	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Lupe Hernandez	Teleport Communications America
Ms. Yvonne Johnson	AT&T Mobility
Ms. Maria Ortiz	XO Communication
Ms. Shawn Henderson	T-Mobile USA
Mr. Scott Hunter	City of Los Angeles
Ms. Manijeh Carmichael	AT&T California
Mr. William Kearns	Verizon Ca, MCI / COMM / Metro
Mr. Kevin Taylor	Verizon Ca, MCI / COMM / Metro
Ms. Lynn Prescott	Verizon Wireless
Ms. Kourtney Wietecha	Extenet Systems
Ms. Angela Pranata	SCJPC Staff
Mr. Ryan Jones	SCJPC Staff

Those attending via teleconference were:

Mr. Josh Mathisen	AT&T California
Ms. Alicia Smith	Sprint/Nextel Sprint Communications

Ms. Hernandez opened the meeting by inquiring if there were any questions or concerns regarding the previous meetings minutes. There were none at the time.

The second item on the agenda was **Interpretation of Routine Handbook**. Ms. Hernandez stated this is a standing agenda item and is to be discussed at every meeting. Ms. Pearson reported she sent Ms Pranata an updated list of regarding the status of the foreign JPAs that have not been final billed. Ms. Pranata stated she would forward the foreign JPA list to the appropriate members. The members agreed to table this until the next Routine Handbook meeting.

The third item on the agenda was **Item 1574: Review of Section 18.1**. Ms. Hernandez reminded members that section 18 verbiage needed to be updated since the members agreed to leave section 4 as it is. Ms. Pearson reported she was unable to review Mr. Eastwood's proposed verbiage. She continued, stating it was her belief that the only portion of Mr. Eastwood's proposed verbiage that was not agreed was item 14(B). Ms. Pearson stated Edison would review Mr. Eastwood's proposed verbiage and incorporate verbiage clarifying when item 14(B) can be used. Mr. Chow stated, when item 14(B) was created, members agreed on when it could be used but nothing was memorialized indicating how it should be used.

Mr. Chow inquired if a Form 48 is truly required for a section 4.0 JPAs. He continued, stating if a member is reserving space and they do not intend to build in the near future, a Form 48 should not be required to final bill the JPA. Ms. Hernandez stated JPAs that are final billed with an owner of record reserving space would lead to a high quantity of correction of records JPAs. Ms. Hernandez explained if the JPAs are final billed prior to construction to purchase space and constructed different from the JPA, a correction of records will be required. Since jurisdictions/entitlements dictate site/antenna placement, construction may differ from the JPA. Mr. Chow stated in areas with telecommunication companies are going to have jurisdictional and entitlement issues could be handled in a one off scenario.

She continued, asking after approval at what point could the JPA be final billed. Ms. Pearson suggested JPAs could be final billed 1 calendar year from Date Sent dated on the JPA even if construction has not been completed. Ms. Prescott stated some poles are going to need rearrangements and some are not, she inquired how an attachment would be possible for all poles. Mr. Chow stated a JPA that included rearrangements would need the final billing to move forward because at a minimum if the fibers are not installed, the space should be rearranged to reflect the 1' is available and clear. He continued, stating the record would reflect the owner retaining the space they are not yet attached to. Ms. Carmichael stated if it came down to a scenario where a rearrangement is needed without actually placing anything the JPA should probably be canceled. Mr. Taylor inquired if there would be an issue of processing the purchase of interest JPAs in a first come first serve manner. He continued, stating members would not be able to reserve space. Rather the company that pays for the interest first gets the rights to attach to the pole. The members stated that the Date Sent of the JPA is what dictates which JPA final bills first. In essence, it is first-com first-serve basis

Mr. Kearns reported Edison and Verizon are in the process of putting together an experimental trial run with NJUNS. The trial is to send Form 48s to each other. He continued, stating Edison and Verizon need to commit to a specified time in which the trial can run. Mr. Chow stated Edison was close to receiving their access to NJUNS. Ms. Hernandez requested that members involved keep the committee informed on how the trial is going. After discussion, the Edison agreed to rework verbiage for sections 18.1 (D-F), 18.7, and section 4.0.

Ms. Hernandez reminded members that JPAs requesting to be billed can have the 45 day timeframe waived if construction is complete. A Form 48 is provided and the JPA is properly notated indicating the Form 48 timeframe was waived. The members agreed to create a JPA Alert reminding members to notate on the JPA that the Form 48 was waived per agreement on JPAs where a Form 48 was issued but 45 days has not passed. The members also agreed to table discussions for the next Routine Revision meeting.

The fourth item on the agenda was **Item 1585: SCE Customer Release Form**. Mr. Chow reported that the Customer Release Form was still being internally discussed and requested that this item be tabled for the next Routine Revision meeting.

The fifth item on the agenda was **Item 1587: Review of Section 7.6, 7.11, &7.13**. Ms. Pranata reopened discussion on review of section 7.6, 7.11, and 7.13 by inquiring if any of the verbiage changes made could be approved for the Routine Handbook. Ms. Pranata stated she is receiving questions regarding sections 7.6 and 7.13. She continued, stating the revisions made would clear up most of the issues if approved (see attached). After review of the proposed verbiage changes, the members agreed to add the additional verbiage to include email as an acceptable form of notification from 7.6(A) to the Administrative Board meeting for approval. Ms. Debarge inquired when the updated verbiage for sections 7.14(B) and 7.11(B) will become effective. The members agreed to update the Routine Handbook immediately to reflect the updated verbiage. After discussion, the members agreed to create a JPA Alert notifying members of the changes made to the Routine Handbook.

The sixth item on the agenda was **Item 1595: Section 5.1(A) Update**. Ms. Hernandez reported she was unable to complete the verbiage for section 5.1(A) and request this item be tabled until the next Routine Revision meeting.

The seventh item on the agenda was **Item 1597: Review of Routine Handbook Examples**. Ms. Haney suggested the members keep this item open for members who encounter issue with examples. The members agreed to discuss and resolve future issues in a case by case manner. The consensus was to table this item for the next Routine Revision meeting.

Lastly, Ms. Hernandez inquired if the members had any **miscellaneous items**.

Ms. Hernandez reported the proposed verbiage for section 17.0 is awaiting approval from the Administrative Board meeting.

Ms. Hernandez stated section 20.4 will be ongoing until approved in November 2015 effective January 2016.

Ms. Debarge inquired if the requirement of a Form 48 was necessary for section 5.1(C). Ms. Hernandez stated no Form 48 is required because it is a “Records Only” JPA and no construction is being performed. Ms. Haney suggested the removal of the “Records Only” check box from the Form 48. She continued, stating if a JPA number and put “Records Only” behind the JPA number it would make the Form 48 unnecessary. After discussion the members agreed to add this to the Discussion Calendar for further review. The members also agreed to add verbiage to section 5.1(C) indicating Form 48 is not required and this section can be billed “Records only”.

Review of Action items/JPA Alerts.

- Ms. Pranata to forward Edison’s Foreign JPA List
- Ms. Pranata to updated the Routine Handbook to reflect changes to 7.11(B) & 7.14 (B)

Routine Revision – June 16, 2015

- Ms. Pranata to create JPA Alert notifying members of changes to the Routine Handbook
- Members to review issues with Routine Handbook Examples case by case.
- Edison and Verizon to work on NJUNS trial.
- Edison to work on updating verbiage for sections 18.1 (D-F), 18.7 & 4.0
- Mr. Kearns to work on verbiage for sections 7.6 and 7.12

The Meeting adjourned at 10:40 a.m. until July 14, 2015.

Ryan Jones, Committee Staff

REPLACEMENT

7.0 Replacement

Replacement may be made at the request of any Member, and adjustment as to sales, salvage, pulling, transportation, and transfer costs shall be at current prices as per date of replacement. Salvage shall be prorated in accordance with recorded ownership. Pulling and transportation charges shall be prorated in accordance with Section 2.1C. Any Member, by agreement, may be designated as the replacing Member under the Routine regardless of original ownership. Any pole shown as replaced on a JPA which refers to Section 18.1 Automatic Approval must show space and grade allocated in accordance with Section 2.7E. The Member maintaining Class H Circuits on a jointly owned pole should preferably make the replacement.

NOTE: Section 7.0 is a non-billable section.

7.1 Replacement of Pole for Sole Benefit of Member with Crossing Conductors Only

The section applies where the Member requesting the replacement is not an owner in the existing pole and will not require ownership in the new pole. The Member for whose benefit the replacement is made shall be billed the cost of the replacement for the structural value of the existing pole, less salvage value, plus the difference in cost for the increased length of the new pole over the existing pole (based on pole of same condition and setting date as replacing pole), additional material costs, if any, transfer cost, and entire cost of pulling and transportation. The billing shall be made as an Authorized Cost.

Where work required double arm installation and single arm now exists the Member requesting replacement shall pay the installation cost of the new double arm and the original owner shall remove single arm at own expense and retain salvage.

Where the pole to be replaced is jointly owned, the net difference in cost between the structural and salvage values shall be based on the interest owned by each joint owner. Each joint owner shall bill for whatever portion of the pulling and transportation operation it performs. The retirement of the pole from the record shall be completed by the joint owners as a salvage transaction, the original owner recovering the pole and allowing salvage value to the other owner for its relinquished interest. The Member making the replacement shall then bill an interest in the new pole to the other Member concerned.

The difference in cost for increased length of new pole over replaced joint pole shall be adjusted with the Member for whose benefit the replacement is made on the following basis:

(a) If each joint owner's interest cost in the new pole is equal, each shall bill for an equal portion of the cost of the increased length.

(b) If each joint owner's interest cost in the new pole is not equal but is in excess of its interest cost in the replaced pole (reproduced new), each shall bill for its respective difference of cost.

(c) If one joint owner's interest cost in the new pole is less than its interest cost in the replaced pole (reproduced new), the other joint owner in replaced pole shall then bill for the entire cost of the increased length.

7.2 Replacement of One Pole With Two or More Poles for Benefit of One Owner

When a jointly owned pole is suitably located for the installed facilities of two Members, and one owner desires to replace same with two or more poles in order to provide for specific locations which are not necessary for the present or future requirements of other joint owner(s), the adjustment shall be as follows:

One pole shall be considered as a replacement in accordance with rule of the Routine relating to Section 7.3 or 7.11 as applicable. The other pole(s) shall not be considered of any benefit to the existing Member, which should not participate in labor or material costs and will therefore make attachment for clearance purposes in accordance with rule of the Routine relating to Section 9.1. Attachment to pole shall be made at the expense of the constructing Member. This section shall not be construed to apply where respacing is undertaken in joint planning to place poles on property lines or to provide better distribution for the Members concerned.

Where a solely owned pole is involved under same conditions, the replacement shall be made in accordance with rule of the Routine relating to Section 7.5.

7.3 Overbuild

This section provides for the replacement of a solely owned or a jointly owned pole, less than 25 years old for the sole benefit of an incoming Member or one joint owner. This section also applies to poles replaced due to damage caused

by facilities of a joint owner and to all solely owned or jointly owned poles replaced for the sole benefit of Members having less than 20 consecutive years of Joint Pole Committee membership.

The cost to benefiting Member shall include:

- (a) Equity of overbuilt Member's structural value of existing pole, less salvage
- (b) Cost of transfer
- (c) Additional material installed to comply with requirements of joint ownership
- (d) Sidewalk or pavement repairs
- (e) Entire removal cost

The sole owner, or each joint owner as appropriate, shall bill the benefiting Member for the portion of pulling and transportation it performs. The Member recovering pole shall allow salvage to other owner(s) for its relinquished interest. Member placing new pole shall bill an interest to other Members.

When a benefiting Member replaces pole and another Member desires additional grade or space, replacement shall be made in accordance with rule of the Routine relating to Section 7.11. Mutual benefit shall not apply where a non-benefiting owner is forced to increase grade or space as a result of the activities undertaken by the benefiting Member.

7.4 Cut and Kick Replacement of Pole

This section provides for the replacement of a pole in the same hole to accommodate the transfer of facilities attached to the old pole. The differential cost of the setting of the new pole when it is mutually beneficial to all members shall be shared equally by all parties. When the placement of a pole in the same hole is not mutually beneficial, the cost shall be borne by the member requesting this type of construction procedure. Hand dig charges are not applicable as an added cost when poles are being replaced in the same hole. (Refer to Authorized Costs Item 19).

Note: Section 7.4 is not a stand-alone section, must be used in conjunction with section identifying reason for replacement.

Reasons for mutual benefit for Cut & Kick not limited to:

- Private Property and Rights of Way
- Driveway
- Substructure Conflicts
- Walls or Obstructions
- Proximity to Equipment

(Revised April 2013)

7.5 Replacement of a Solely Owned Pole With a Jointly Owned Pole

Sole owner's concurrence **must** be obtained prior to undertaking this operation. A solely owned pole replace for mutual benefit is included under this section. Pulling and transportation are at joint expense. Otherwise, for construction started without notification, the Member initiating the work will be responsible for all construction costs incurred by other joint owners.

The rules of Section 7.3 or 7.11 will apply when appropriate.

7.6 A. Replacement of Pole Due to Damage Caused by Any Person, Firm or Corporation Which Is Not a Party to the Joint Pole Agreement

The Member replacing pole shall sell interest to each Member concerned. Each Member shall receive salvage on maximum value recoverable and shall pay pulling and transportation. Each Member shall transfer its facilities and shall bill party responsible for the damage for its share of the net cost of replacement.

Emergency pole installation is where the pole must be replaced immediately: The joint owner(s) must be notified by telephone or email of emergency installations within 24 hours by setting Member. Setting Member must issue Form 2 Preliminary within 45 calendar days from date of pole replacement, otherwise Section 7.13 will apply. Telephone notification must be confirmed by either Form 2 or Form 48 showing, if known:

- (a) Time and date of accident
- (b) Time and date joint owner notified
- (c) Name of person notified
- (d) Police report number

In cases where the urgency for new pole installation is not immediate, notification rules of this section will still apply, however the rules of 7.11 will be followed to determine "**proposed**" purchase in new pole. (Revised January 2007)

7.6 B. Replacement of Pole Due to Natural Causes (Storm, Catastrophe)

The Member replacing pole shall sell interest to each Member concerned. Each Member shall receive salvage on maximum value recoverable and shall pay pulling and transportation. Each Member shall transfer its facilities.

Emergency pole installation is where the pole must be replaced immediately: The joint owner(s) must be notified by telephone of emergency installations within 24 hours by setting Member.

Setting Member must issue Form 2 Preliminary with date and identification of natural cause (Form 48 may be attached). Setting Member must issue Form 2 Preliminary within 180 calendar days from

date of pole replacement, otherwise Section 7.13 will apply.

In cases where the urgency for new pole installation is not immediate, notification rules of this section will still apply, however the rules of 7.11 will be followed to determine “proposed” purchase in new pole-(Added January 2012).

Section 7.13 does not apply. (Revised July 2014)

7.7 Replacement of Pole Which Is Used Jointly Without Authority

Any Member maintaining an unauthorized attachment on a pole to be replaced shall:

- Purchase interest in existing pole as specified in Section 4.1 and stated in addition to 7.7.
- Receive salvage if applicable.
- Pay all pulling, transportation, and disposal. If the unauthorized member performs the PTD, they will not receive reimbursement.
- Transfer at own expense.
- Purchase interest in the replacing pole.

This member shall also transfer at own expense and purchase interest in replacing pole.

If Member with unauthorized attachment proposes to abandon concurrent with replacement, it shall:

- Purchase interest in existing pole as specified in Section 4.1 and stated in addition to 7.7.
- Receive salvage if applicable.
- Pay all pulling, transportation and disposal. If the unauthorized member performs the PTD, they will not receive reimbursement.

(Revised January 2013)

7.8 Replacement of Pole Within One Year From Date of Purchase of Interest

When original owner requests the replacement of a joint pole 25 years old or older in which other owner has purchased interest within one year from date Joint Pole Authorization is sent requesting replacement, the other owner(s) shall receive refund of purchase price in pole replaced, shall not be responsible for pulling or transportation costs and shall not receive salvage, but shall purchase interest in new pole and transfer at its own expense. The one-year period referred to herein shall begin with January 1 following date sent of Joint Pole Authorization under which interest was purchased. Excepted are poles in which purchase has been made in accordance with rule of the Routine relating to Section 4.1.

7.9 Replacement for Benefit of Incoming Member or One Owner of Joint Pole Which Could Be Trenched or Moved

This Section applies to a solely or jointly owned pole, less than 25 years old, required to be relocated due to street improvement. When one owner desires to move the pole and another owner or incoming Member desires to replace the pole, the replacement may be made provided the incoming Member, or Member desiring replacement, pays excess cost of transferring facilities and equipment of other owner over such owner's share of cost of moving pole. Where differential costs have been identified, Section 1.2 will be used. In all other respects the replacement shall be made in accordance with the rule of the Routine relating to Section 7.11.

7.10 Replacement of Pole for Private Party or Governmental Agency

In general, any private party or governmental agency causing a pole to be replaced shall pay all expenses in connection therewith. However, certain conditions require special consideration, and no commitment shall be made by a joint owner upon any request from a private party or governmental agency for replacement of a pole until all joint owners have mutually agreed as to the conditions applicable. Otherwise, for construction started without notification, the Member initiating the work will be responsible for all construction costs incurred by other joint owners.

When all owners have agreed as to the basis of settlement and have received authority from such private party or governmental agency to proceed with the work, one of the owners shall replace the pole and sell interest in the new pole to each Member concerned. Each Member shall receive salvage, if applicable, and pay pulling and transportation. Each Member shall transfer its facilities, and upon completion of the work, each Member, as it may have elected to charge for cost of its work, shall bill the said party for its share of the net cost of replacement.

7.11 Replacement of Pole for Mutual Benefit of All Joint Owners

Member replacing pole for mutual benefit shall sell interest in new pole to other Members concerned. Each Member shall transfer at own expense, receive salvage, if applicable, and pay pulling and transportation.

Mutual benefit shall be understood to apply under this section as follows:

- (a) Pole 25 years old or more

- (b) Pole less than 25 years old, but rendered unfit for service by any cause not the fault of a joint owner including existing overloaded poles
- (c) Pole requiring relocation for the benefit of all Members concerned
- (d) Pole identified in an authorized maintenance inspection program as unfit for service
- (e) Pole requiring replacement for clearing of discovered existing General Order 95 infractions not the fault of any joint owner.

(f) Pole replaced prior to Form 2 and Form 48. Form 2 must be noted that this is a priority pole and include pole loading. Section 7.13 applies only if Form 2 is not issued within 45 days. (Priority pole)

For poles that are more than 25 years old, this section applies only to Members having more than 20 consecutive years of Joint Pole Committee membership.

For those Members with less than 20 consecutive years of Joint Pole Committee membership, which initiates the replacement of poles under the provisions of (a) above, Section 7.3 shall apply.

This rule shall also apply where owner failed to issue Notice of Intention for pole and incoming Member desires its replacement within three years, beginning with January 1 following date of its installation. If pole has been installed longer than the three-year period specified and is not more than 25 years old, the replacement shall be in accordance with rule of the Routine relating to Section 7.3.

7.12 Unused

7.13 Failure to Issue Notice of Intention of Replacement.

If any member replaces pole(s) or anchors (s) prior to issuing a Notice of Intention to the joint owners on record, that member will perform work (without compensation) or:

- pay all PTD charges
- pay all transfer charges of the joint owner(s)
- pay for any additional authorized costs incurred due to the pole replacement

For exceptions for replacing poles prior to JPA see Sections 7.6A, 7.6B and 7.11(f).

This section will not apply to pole replacements agreed to for emergencies, priority poles or storm conditions. For these replacements, use section

7.11. For plant damage replacements refer to section 7.6 (Revised July 2014 January 2012).

7.14 Replacement of Wood Pole with Other than Wood Pole.

Member replacing wood pole with other than wood pole for mutual benefit, shall sell interest in new pole to other Members concerned. Each member shall transfer at own expense, receive salvage, and pay pulling and transportation.

Mutual benefit shall be understood to apply under this section as follows:

- (a) Pole 25 years old or more
- (b) Pole less than 25 years old, but rendered unfit for service by any cause not the fault of a joint owner including existing overloaded poles.
- (c) Pole requiring relocation for the benefit of all Members concerned
- (d) Pole identified in authorized maintenance inspection program as unfit for service
- (e) Pole requiring replacement for clearing of discovered existing General Order 95 infractions not the fault of any joint owner

For poles that are more than 25 years old, this section applies only to Members having more than 20 consecutive years of Joint Pole Committee membership.

For those Members with less than 20 consecutive years of Joint Pole Committee membership, which initiates the replacement of poles under the provisions of (a) above, Section 7.3 shall apply.

This rule shall also apply where owner failed to issue Notice of Intention for pole and incoming Member desires its replacement within three years, beginning with January 1 following date of its installation. If pole has been installed longer than the three-year period specified and is not more than 25 years old, the replacement shall be in accordance with rule of the Routine relating to Section 7.3.

Section 1.2 required for Engineered Steel Poles.

Note: The setting member will PTD other than wood poles.

(Revised January 2011).

NON-OWNER ATTACHMENTS

17.0 Non-Owner Attachments

For the purpose of this section, a non-owner attachment is any attachment of overhead facilities by a Member of the Southern California Joint Pole Committee (other than through ownership), non-member utility, or non-utility entity, to a pole owned by one or more Member(s) of the Committee. The non-owner shall be responsible for securing an agreement with a Member.

The Member making space available to a non-owner shall assume full responsibility for the non-owner attachment, including notification for recordkeeping, and will be responsible for all administrative, rearrangement, and other costs which are incurred to accommodate non-owner attachments, for all other owners (and their tenants) attached to a pole.

Existing agreements with tenants and non-base owners will remain in effect on existing joint poles or future joint pole replacements. For existing attachments prior to January 1, 1994, see Section 16.4B.

An owner may relinquish its interest in a pole on which it has a tenant once the tenant has been notified to remove its facilities or apply to another owner. Existing owner with tenant may not assign tenant to another owner. (05/19/2015). Effective asap.

~~An owner may not relinquish its interest in a pole on which it has a tenant, unless the tenant's equipment is removed or one of the remaining owners accepts the non-owner as its tenant, the owner wishing to relinquish ownership in a pole on which it has a tenant shall provide to the other owner(s), upon request, proper documentation that the non-owner has been properly notified of this requirement and that attachment is no longer authorized.~~ If the tenant wishes to remain on the pole, and the tenant is a Member of the SCJPC, the tenant must purchase space on the pole for its overhead facilities.

In the case of an emergency pole replacement by a non-base owner, the tenant remains with the original owner who maintains an attachment agreement.

20.4 Joint Pole Authorization Abbreviations

Additional.....	add'l
Anchor.....	anc
Anchor/arm removed*	AR
Anchor/arm transferred*	AT
Antenna.....	ANT
Authorized cost.....	ac
Bottom inside position	bip
Bottom outside position.....	bop
Bottom middle position.....	bmp
Cable arm.....	ca
Cable extension arm.....	cea
Clearance attachment (section 9.0).....	CLR
Communication.....	C
Cross arm.....	xarm
Dispose*	D
Down guy.....	dng
Each.....	ea
Entire Interest.....	ent or ent int
Footage cut*.....	C (xx')
Free attachment (section 11.0).....	FA
Ground line circumference.....	GLC
Guard arm.....	ga
Kilovoltage.....	KV
Low voltage.....	L
Lower (top)*	L
Lower.....	lwr
Microcell.....	mc
No cost/charge.....	nc
Overhead guy.....	ohg
Pipe brace.....	PBR
Place.....	pl
Pole top extension.....	ptx
Pole to pole guy.....	ppg
Power communication.....	p-comm
Pull*.....	P
Pull butt*.....	PB
Relinquish.....	relinq
Remove.....	rmv
Replace.....	repl
Safety Clearance zone*.....	SCZ
Salvage*.....	S
Section.....	sec
Should be.....	s/b
Shown as.....	s/a
Temporary attachment.....	TEMP
Tenant*.....	Tn or T
Top inside middle position.....	timp
Top inside position.....	tip
Top outside position.....	top
Top middle position.....	tmp
Top outside middle position.....	tomp
Transfer.....	tfr
Transport*.....	T
With.....	w/

Note: ~~The last eleven (11)~~ Starred* abbreviations are also listed in the lower left hand corner of the Authorization for Joint Pole Transaction (J.P. Form 2-1) (Will vote in Nov. Effective 2016)

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
279 E. Arrow Hwy., Suite 104
San Dimas, CA 91773
Phone (909) 599-3801

July 14th, 2015

A meeting of the Routine Revision Committee took place on the above date, at 10:15 a.m. at the Committee office. Those in attendance were:

Ms. Jessica Pearson	Southern California Edison
Ms. April Debarge	Southern California Edison
Mr. Wayne Brown	Southern California Edison
Mr. Richard LaBarge	Southern California Edison
Ms. Paula Haney	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Earl Carrion	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Joe Serrato	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Lupe Hernandez	Teleport Communications America
Ms. Maria Ortiz	XO Communication
Ms. Shawn Henderson	T-Mobile USA
Ms. Gayane Akopyan	Teleport Communications America
Mr. Scott Hunter	City of Los Angeles
Mr. Steve Brown	City of Los Angeles
Ms. Manijeh Carmichael	AT&T California
Mr. Ray Round tree	Verizon Ca, MCI / COMM / Metro
Ms. Angela Pranata	SCJPC Staff
Mr. Ryan Jones	SCJPC Staff

Those attending via teleconference were:

Ms. Lynn Prescott	Verizon Wireless
Ms. Alicia Smith	Sprint/Nextel Sprint Communications
Ms. Yvonne Johnson	AT&T Mobility

Ms. Hernandez opened the meeting by inquiring if there were any questions or concerns regarding the previous meetings minutes. There were none at the time.

The second item on the agenda was **Interpretation of Routine Handbook**. Ms. Hernandez stated this is a standing agenda item and is to be discussed at every meeting. Ms. Pearson reported she has received some replies on the status of foreign JPAs. Ms. Pearson stated she would prefer to complete the JPAs initiated from 2006-08 before moving on to more recently initiated JPAs. The members agreed to table this until the next Routine Handbook meeting.

The third item on the agenda was **Item 1574: Review of Section 18.1**. Ms. Pearson reported that she and Mr. Chow were able to work on the verbiage for sections 18.1 (D-F), 18.7, & 5.1(C) (see attached). Ms. Hernandez inquired in any members had issues with the verbiage.

Ms. Carmichael inquired if there was any requirement to issue a Form 49 (tracer) prior to final billing on another member's behalf. Ms. Pearson stated the proposed verbiage dictates a Form 7 or a list requesting the Form 48 or final bill by xx date or the JPA will be final billed on that member's behalf. Ms. Carmichael stated you should submit a Form 49 and if no response, issue a Form 7. Ms. Pearson inquired how much time is needed after submitting a Form 49 can a Form 7 is submitted, since no timeframe is associated with a Form 49. After reviewing the Form 49, the members agreed to discontinue use of the Form 49. The members agreed to add the removal of Form 49 to the Discussions calendar. The members reviewed sections 18.1 (D-F). The members decided that if construction has not been started and the JPA time limit exceeds 24 months, an explanation is required for an extension. If no response is received the JPA will be cancelled on the initiator's behalf. After discussion, the members agreed to add Edison's proposed verbiage for sections 18.1 (D-F), 18.7, & 5.1© to the Discussions agenda for the Administrative Board meeting.

The fourth item on the agenda was **Item 1585: SCE Customer Release Form**. Mr. Chow reported that the Customer Release Form was still being internally discussed and requested that this item be tabled for the next Routine Revision meeting.

The fifth item on the agenda was **Item 1587: Review of Section 7.6, 7.11, & 7.13**. Ms. Hernandez reminded members that this item was waiting on Edison and Verizon to come to agreeable language to section 7.6. Ms. Pearson requested that this item be table for the next Routine Revision meeting.

The sixth item on the agenda was **Item 1595: Section 5.1(A) Update**. Ms. Hernandez provided verbiage for section 5.1(A) (see attached). After review, the members agreed to add the proposed verbiage to the Discussions calendar. The members also agreed to create an example illustrating the proposed verbiage.

The seventh item on the agenda was **Item 1597: Review of Routine Handbook Examples**. Ms. Hernandez stated this is a standing agenda item and to be discussed at every meeting until the end of the year. Ms. Hernandez inquired if there were any examples the needed clarification or needed to be discussed. There were none.

Lastly, Ms. Hernandez inquired if the members had any **miscellaneous items**.

Ms. Hernandez reported the proposed verbiage for section 17.0 was not approved in the Administrative Board meeting. She continued, stating the consensus was that the members felt the responsibility fell on the member holding the lease agreement with the tenant. Mr. Hunter stated it was up to that member holding the lease agreement to remove the tenant or make other arrangements. After review of the proposed verbiage the members agreed to leave section 17.0 verbiage as originally written. The members agreed to add to the Discussion Calendar of the Administrative Board meeting the fact that section 17.0 verbiage would not be altered.

Ms. Hernandez stated section 20.4 will be ongoing until approved in November 2015 effective January 2016.

Ms. Hernandez inquired if purchase of interest is required for a new member attaching to a pole with and overhead or down guy and that guy is adequate for the incoming member's attachment. Mr. Brown inquired how the new member could be sure there was enough capacity to facilitate their attachments. Ms. Hernandez stated that the pole loading indicated there was enough capacity. Mr. Hunter stated the incoming member should put up their own guy wires. He continued, stating if he upgraded conductors the member who attached to the existing guy wires could be taking capacity away from his guy wires causing it to fail. Mr. Hunter stated the Department of Water and Power would more than likely deny any JPAs attempting to share guy wires but noted that it could be different for telecommunications companies. After discussion, the members agreed that an incoming member would not be required to purchase interest in the anchor if existing guys are adequate.

Ms. Debarge stated that Edison has kept record Form 7s requesting changes be made to a JPA. She continued, noting that the Form 7 is received indicating see changes along with a copy of the JPA with the changes highlighted. Ms. Debarge inquired if members could use "see changes" portions on the Form 48 instead of a Form 7. After discussion, the members agreed to create Item 1598: Form 48 Changes to the Routine Revision agenda for further discussion.

Review of Action items/JPA Alerts.

- Discussion on Form 49
- Add proposed verbiage for Sections 18.1 D-F, 18.7, & 5.1C to Discussions calendar
- Discussion on Section 17.0

The Meeting adjourned at 11:40 a.m. until August 18, 2015.

Ryan Jones, Committee Staff

REPLACEMENT

7.0 Replacement

Replacement may be made at the request of any Member, and adjustment as to sales, salvage, pulling, transportation, and transfer costs shall be at current prices as per date of replacement. Salvage shall be prorated in accordance with recorded ownership. Pulling and transportation charges shall be prorated in accordance with Section 2.1C. Any Member, by agreement, may be designated as the replacing Member under the Routine regardless of original ownership. Any pole shown as replaced on a JPA which refers to Section 18.1 Automatic Approval must show space and grade allocated in accordance with Section 2.7E. The Member maintaining Class H Circuits on a jointly owned pole should preferably make the replacement.

NOTE: Section 7.0 is a non-billable section.

7.1 Replacement of Pole for Sole Benefit of Member with Crossing Conductors Only

The section applies where the Member requesting the replacement is not an owner in the existing pole and will not require ownership in the new pole. The Member for whose benefit the replacement is made shall be billed the cost of the replacement for the structural value of the existing pole, less salvage value, plus the difference in cost for the increased length of the new pole over the existing pole (based on pole of same condition and setting date as replacing pole), additional material costs, if any, transfer cost, and entire cost of pulling and transportation. The billing shall be made as an Authorized Cost.

Where work required double arm installation and single arm now exists the Member requesting replacement shall pay the installation cost of the new double arm and the original owner shall remove single arm at own expense and retain salvage.

Where the pole to be replaced is jointly owned, the net difference in cost between the structural and salvage values shall be based on the interest owned by each joint owner. Each joint owner shall bill for whatever portion of the pulling and transportation operation it performs. The retirement of the pole from the record shall be completed by the joint owners as a salvage transaction, the original owner recovering the pole and allowing salvage value to the other owner for its relinquished interest. The Member making the replacement shall then bill an interest in the new pole to the other Member concerned.

The difference in cost for increased length of new pole over replaced joint pole shall be adjusted with the Member for whose benefit the replacement is made on the following basis:

(a) If each joint owner's interest cost in the new pole is equal, each shall bill for an equal portion of the cost of the increased length.

(b) If each joint owner's interest cost in the new pole is not equal but is in excess of its interest cost in the replaced pole (reproduced new), each shall bill for its respective difference of cost.

(c) If one joint owner's interest cost in the new pole is less than its interest cost in the replaced pole (reproduced new), the other joint owner in replaced pole shall then bill for the entire cost of the increased length.

7.2 Replacement of One Pole With Two or More Poles for Benefit of One Owner

When a jointly owned pole is suitably located for the installed facilities of two Members, and one owner desires to replace same with two or more poles in order to provide for specific locations which are not necessary for the present or future requirements of other joint owner(s), the adjustment shall be as follows:

One pole shall be considered as a replacement in accordance with rule of the Routine relating to Section 7.3 or 7.11 as applicable. The other pole(s) shall not be considered of any benefit to the existing Member, which should not participate in labor or material costs and will therefore make attachment for clearance purposes in accordance with rule of the Routine relating to Section 9.1. Attachment to pole shall be made at the expense of the constructing Member. This section shall not be construed to apply where respacing is undertaken in joint planning to place poles on property lines or to provide better distribution for the Members concerned.

Where a solely owned pole is involved under same conditions, the replacement shall be made in accordance with rule of the Routine relating to Section 7.5.

7.3 Overbuild

This section provides for the replacement of a solely owned or a jointly owned pole, less than 25 years old for the sole benefit of an incoming Member or one joint owner. This section also applies to poles replaced due to damage caused

by facilities of a joint owner and to all solely owned or jointly owned poles replaced for the sole benefit of Members having less than 20 consecutive years of Joint Pole Committee membership.

The cost to benefiting Member shall include:

- (a) Equity of overbuilt Member's structural value of existing pole, less salvage
- (b) Cost of transfer
- (c) Additional material installed to comply with requirements of joint ownership
- (d) Sidewalk or pavement repairs
- (e) Entire removal cost

The sole owner, or each joint owner as appropriate, shall bill the benefiting Member for the portion of pulling and transportation it performs. The Member recovering pole shall allow salvage to other owner(s) for its relinquished interest. Member placing new pole shall bill an interest to other Members.

When a benefiting Member replaces pole and another Member desires additional grade or space, replacement shall be made in accordance with rule of the Routine relating to Section 7.11. Mutual benefit shall not apply where a non-benefiting owner is forced to increase grade or space as a result of the activities undertaken by the benefiting Member.

7.4 Cut and Kick Replacement of Pole

This section provides for the replacement of a pole in the same hole to accommodate the transfer of facilities attached to the old pole. The differential cost of the setting of the new pole when it is mutually beneficial to all members shall be shared equally by all parties. When the placement of a pole in the same hole is not mutually beneficial, the cost shall be borne by the member requesting this type of construction procedure. Hand dig charges are not applicable as an added cost when poles are being replaced in the same hole. (Refer to Authorized Costs Item 19).

Note: Section 7.4 is not a stand-alone section, must be used in conjunction with section identifying reason for replacement.

Reasons for mutual benefit for Cut & Kick not limited to:

- Private Property and Rights of Way
- Driveway
- Substructure Conflicts
- Walls or Obstructions
- Proximity to Equipment

(Revised April 2013)

7.5 Replacement of a Solely Owned Pole With a Jointly Owned Pole

Sole owner's concurrence **must** be obtained prior to undertaking this operation. A solely owned pole replace for mutual benefit is included under this section. Pulling and transportation are at joint expense. Otherwise, for construction started without notification, the Member initiating the work will be responsible for all construction costs incurred by other joint owners.

The rules of Section 7.3 or 7.11 will apply when appropriate.

7.6 A. Replacement of Pole Due to Damage Caused by Any Person, Firm or Corporation Which Is Not a Party to the Joint Pole Agreement

The Member replacing pole shall sell interest to each Member concerned. Each Member shall receive salvage on maximum value recoverable and shall pay pulling and transportation. Each Member shall transfer its facilities and shall bill party responsible for the damage for its share of the net cost of replacement.

Emergency pole installation is where the pole must be replaced immediately: The joint owner(s) must be notified by telephone or email of emergency installations within 24 hours by setting Member. Setting Member must issue Form 2 Preliminary within 45 calendar days from date of pole replacement, otherwise Section 7.13 will apply. Telephone notification must be confirmed by either Form 2 or Form 48 showing, if known:

- (a) Time and date of accident
- (b) Time and date joint owner notified
- (c) Name of person notified
- (d) Police report number

In cases where the urgency for new pole installation is not immediate, notification rules of this section will still apply, however the rules of 7.11 will be followed to determine "**proposed**" purchase in new pole. (Revised January 2007)

7.6 B. Replacement of Pole Due to Natural Causes (Storm, Catastrophe)

The Member replacing pole shall sell interest to each Member concerned. Each Member shall receive salvage on maximum value recoverable and shall pay pulling and transportation. Each Member shall transfer its facilities.

Emergency pole installation is where the pole must be replaced immediately: The joint owner(s) must be notified by telephone of emergency installations within 24 hours by setting Member.

Setting Member must issue Form 2 Preliminary with date and identification of natural cause (Form 48 may be attached). Setting Member must issue Form 2 Preliminary within 180 calendar days from

date of pole replacement, otherwise Section 7.13 will apply.

In cases where the urgency for new pole installation is not immediate, notification rules of this section will still apply, however the rules of 7.11 will be followed to determine “proposed” purchase in new pole-(Added January 2012).

Section 7.13 does not apply. (Revised July 2014)

7.7 Replacement of Pole Which Is Used Jointly Without Authority

Any Member maintaining an unauthorized attachment on a pole to be replaced shall:

- Purchase interest in existing pole as specified in Section 4.1 and stated in addition to 7.7.
- Receive salvage if applicable.
- Pay all pulling, transportation, and disposal. If the unauthorized member performs the PTD, they will not receive reimbursement.
- Transfer at own expense.
- Purchase interest in the replacing pole.

This member shall also transfer at own expense and purchase interest in replacing pole.

If Member with unauthorized attachment proposes to abandon concurrent with replacement, it shall:

- Purchase interest in existing pole as specified in Section 4.1 and stated in addition to 7.7.
- Receive salvage if applicable.
- Pay all pulling, transportation and disposal. If the unauthorized member performs the PTD, they will not receive reimbursement.

(Revised January 2013)

7.8 Replacement of Pole Within One Year From Date of Purchase of Interest

When original owner requests the replacement of a joint pole 25 years old or older in which other owner has purchased interest within one year from date Joint Pole Authorization is sent requesting replacement, the other owner(s) shall receive refund of purchase price in pole replaced, shall not be responsible for pulling or transportation costs and shall not receive salvage, but shall purchase interest in new pole and transfer at its own expense. The one-year period referred to herein shall begin with January 1 following date sent of Joint Pole Authorization under which interest was purchased. Excepted are poles in which purchase has been made in accordance with rule of the Routine relating to Section 4.1.

7.9 Replacement for Benefit of Incoming Member or One Owner of Joint Pole Which Could Be Trenched or Moved

This Section applies to a solely or jointly owned pole, less than 25 years old, required to be relocated due to street improvement. When one owner desires to move the pole and another owner or incoming Member desires to replace the pole, the replacement may be made provided the incoming Member, or Member desiring replacement, pays excess cost of transferring facilities and equipment of other owner over such owner's share of cost of moving pole. Where differential costs have been identified, Section 1.2 will be used. In all other respects the replacement shall be made in accordance with the rule of the Routine relating to Section 7.11.

7.10 Replacement of Pole for Private Party or Governmental Agency

In general, any private party or governmental agency causing a pole to be replaced shall pay all expenses in connection therewith. However, certain conditions require special consideration, and no commitment shall be made by a joint owner upon any request from a private party or governmental agency for replacement of a pole until all joint owners have mutually agreed as to the conditions applicable. Otherwise, for construction started without notification, the Member initiating the work will be responsible for all construction costs incurred by other joint owners.

When all owners have agreed as to the basis of settlement and have received authority from such private party or governmental agency to proceed with the work, one of the owners shall replace the pole and sell interest in the new pole to each Member concerned. Each Member shall receive salvage, if applicable, and pay pulling and transportation. Each Member shall transfer its facilities, and upon completion of the work, each Member, as it may have elected to charge for cost of its work, shall bill the said party for its share of the net cost of replacement.

7.11 Replacement of Pole for Mutual Benefit of All Joint Owners

Member replacing pole for mutual benefit shall sell interest in new pole to other Members concerned. Each Member shall transfer at own expense, receive salvage, if applicable, and pay pulling and transportation.

Mutual benefit shall be understood to apply under this section as follows:

- (a) Pole 25 years old or more

- (b) Pole less than 25 years old, but rendered unfit for service by any cause not the fault of a joint owner including existing overloaded poles
- (c) Pole requiring relocation for the benefit of all Members concerned
- (d) Pole identified in an authorized maintenance inspection program as unfit for service
- (e) Pole requiring replacement for clearing of discovered existing General Order 95 infractions not the fault of any joint owner.

(f) Pole replaced prior to Form 2 and Form 48. Form 2 must be noted that this is a priority pole and include pole loading. Section 7.13 applies only if Form 2 is not issued within 45 days. (Priority pole)

For poles that are more than 25 years old, this section applies only to Members having more than 20 consecutive years of Joint Pole Committee membership.

For those Members with less than 20 consecutive years of Joint Pole Committee membership, which initiates the replacement of poles under the provisions of (a) above, Section 7.3 shall apply.

This rule shall also apply where owner failed to issue Notice of Intention for pole and incoming Member desires its replacement within three years, beginning with January 1 following date of its installation. If pole has been installed longer than the three-year period specified and is not more than 25 years old, the replacement shall be in accordance with rule of the Routine relating to Section 7.3.

7.12 Unused

7.13 Failure to Issue Notice of Intention of Replacement.

If any member replaces pole(s) or anchors (s) prior to issuing a Notice of Intention to the joint owners on record, that member will perform work (without compensation) or:

- pay all PTD charges
- pay all transfer charges of the joint owner(s)
- pay for any additional authorized costs incurred due to the pole replacement

For exceptions for replacing poles prior to JPA see Sections 7.6A, 7.6B and 7.11(f).

This section will not apply to pole replacements agreed to for emergencies, priority poles or storm conditions. For these replacements, use section

7.11. For plant damage replacements refer to section 7.6 (Revised July 2014 January 2012).

7.14 Replacement of Wood Pole with Other than Wood Pole.

Member replacing wood pole with other than wood pole for mutual benefit, shall sell interest in new pole to other Members concerned. Each member shall transfer at own expense, receive salvage, and pay pulling and transportation.

Mutual benefit shall be understood to apply under this section as follows:

- (a) Pole 25 years old or more
- (b) Pole less than 25 years old, but rendered unfit for service by any cause not the fault of a joint owner including existing overloaded poles.
- (c) Pole requiring relocation for the benefit of all Members concerned
- (d) Pole identified in authorized maintenance inspection program as unfit for service
- (e) Pole requiring replacement for clearing of discovered existing General Order 95 infractions not the fault of any joint owner

For poles that are more than 25 years old, this section applies only to Members having more than 20 consecutive years of Joint Pole Committee membership.

For those Members with less than 20 consecutive years of Joint Pole Committee membership, which initiates the replacement of poles under the provisions of (a) above, Section 7.3 shall apply.

This rule shall also apply where owner failed to issue Notice of Intention for pole and incoming Member desires its replacement within three years, beginning with January 1 following date of its installation. If pole has been installed longer than the three-year period specified and is not more than 25 years old, the replacement shall be in accordance with rule of the Routine relating to Section 7.3.

Section 1.2 required for Engineered Steel Poles.

Note: The setting member will PTD other than wood poles.

(Revised January 2011).

NON-OWNER ATTACHMENTS

17.0 Non-Owner Attachments

For the purpose of this section, a non-owner attachment is any attachment of overhead facilities by a Member of the Southern California Joint Pole Committee (other than through ownership), non-member utility, or non-utility entity, to a pole owned by one or more Member(s) of the Committee. The non-owner shall be responsible for securing an agreement with a Member.

The Member making space available to a non-owner shall assume full responsibility for the non-owner attachment, including notification for recordkeeping, and will be responsible for all administrative, rearrangement, and other costs which are incurred to accommodate non-owner attachments, for all other owners (and their tenants) attached to a pole.

Existing agreements with tenants and non-base owners will remain in effect on existing joint poles or future joint pole replacements. For existing attachments prior to January 1, 1994, see Section 16.4B.

An owner may relinquish its interest in a pole on which it has a tenant once the tenant has been notified to remove its facilities or apply to another owner. Existing owner with tenant may not assign tenant to another owner. (05/19/2015). Effective asap.

~~An owner may not relinquish its interest in a pole on which it has a tenant, unless the tenant's equipment is removed or one of the remaining owners accepts the non-owner as its tenant, the owner wishing to relinquish ownership in a pole on which it has a tenant shall provide to the other owner(s), upon request, proper documentation that the non-owner has been properly notified of this requirement and that attachment is no longer authorized.~~ If the tenant wishes to remain on the pole, and the tenant is a Member of the SCJPC, the tenant must purchase space on the pole for its overhead facilities.

In the case of an emergency pole replacement by a non-base owner, the tenant remains with the original owner who maintains an attachment agreement.

20.4 Joint Pole Authorization Abbreviations

Additional.....	add'l
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Anchor/arm removed*	AR
Anchor/arm transferred*	AT
Antenna.....	ANT
Authorized cost.....	ac
Bottom inside position	bip
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Bottom middle position.....	bmp
Cable arm.....	ca
Cable extension arm.....	cea
Clearance attachment (section 9.0).....	CLR
Communication.....	C
Cross arm.....	xarm
Dispose*	D
Down guy.....	dng
Each.....	ea
Entire Interest.....	ent or ent int
Footage cut*.....	C (xx')
Free attachment (section 11.0).....	FA
Ground line circumference.....	GLC
Guard arm.....	ga
Kilovoltage.....	KV
Low voltage.....	L
Lower (top)*	L
Lower.....	lwr
Microcell.....	mc
No cost/charge.....	nc
Overhead guy.....	ohg
Pipe brace.....	PBR
Place.....	pl
Pole top extension.....	ptx
Pole to pole guy.....	ppg
Power communication.....	p-comm
Pull*.....	P
Pull butt*.....	PB
Relinquish.....	relinq
Remove.....	rmv
Replace.....	repl
Safety Clearance zone*.....	SCZ
Salvage*.....	S
Section.....	sec
Should be.....	s/b
Shown as.....	s/a
Temporary attachment.....	TEMP
Tenant*.....	Tn or T
Top inside middle position.....	timp
Top inside position.....	tip
Top outside position.....	top
Top middle position.....	tmp
Top outside middle position.....	tomp
Transfer.....	tfr
Transport*.....	T
With.....	w/

Note: ~~The last eleven (11)~~ Starred* abbreviations are also listed in the lower left hand corner of the Authorization for Joint Pole Transaction (J.P. Form 2-1) (Will vote in Nov. Effective 2016)

RECORD FORMS

18.0 Record Forms

The forms used for expediting joint pole work and recording transactions are listed below:

Form #	Form Name
2-1	Preliminary Joint Pole Authorization
2-2	Preliminary Joint Pole Authorization
2-1 FINAL	Final Joint Pole Authorization
2-2 FINAL	Final Joint Pole Authorization
Form 7	Joint Pole Memorandum
Form 9	Joint Pole Riser Notification
Form 11	Notice of GO 95 Non-Conformance
Form 12	Pole Record
Form 44	Bill of Sale
Form 48	Notice of Work Completed
Form 49	Tracer and Multiparty Routing Form Delete 7/14/2015

(Revised January 2010)

18.1 Form 2 - Preliminary Joint Pole Authorization

Any agreement to undertake joint work must be confirmed in writing by using this form. This is authority to undertake joint work as specified. Member initiating transaction shall make necessary copies for each Member involved, all of which must be approved by an authorized representative of each involved Member. Approval may be by signature of the authorized representative to be shown on the forms in the space provided, or by the authorized representative's name, followed by the written initials of a delegated representative confirming the agreement. Names of representatives effecting agreement must be specified in space provided. Members that have various designated District, Division, or Exchange areas should identify the appropriate area by name.

18.1-A Preparation of Form 2 Preliminary Joint Pole Authorization

By agreement, any Member may be designated as the constructing Member in joint work.

The Member initiating Form 2 Preliminary Joint Pole Authorization shall specify its Authorization number and all required details of the agreement. The Joint Pole Authorization number shall begin with the current member's code. The Form 2 shall include, but is not limited to:

- (a) Pole Number
- (b) Nature of work
- (c) Applicable Routine Section Number
- (d) Designation of involved Members

- (e) Circuits
- (f) Interest
- (g) Grade
- (h) Space

Sections revised:

- [18.0](#)
- [18.1D](#)
- [18.1E](#)
- [18.1F](#)
- [18.7](#)
- [18.8 \(deletion\)](#)

[Note for AP: Using 2013 RR Edition.](#)

This form shall be limited to 10 pages.

Where a specific transaction involves special agreement, it shall be designated as such on Joint Pole Authorization. (See Section 1.2)

It is the responsibility of all Members involved in the Joint Pole Authorization to see that data and details of the agreement are correct. The date Joint Pole Authorization is sent shall be used in completing the billing for structural and salvage values; except in replacements, the date poles are set shall apply.

Any deviation shall be by agreement of the Members involved and noted on the Joint Pole Authorization. Section 20 shows Member code letters and abbreviations to facilitate preparation of Joint Pole Authorization.

Where jointly owned poles are to be removed from service, the Joint Pole Authorization must designate which Member is to pull, transport, and dispose/salvage poles as specified in Section 5.0.

To insure correct spotting of poles on record maps, it is essential that locations be accurately recorded (see Section 15.4). It is important, both for map and field reference purposes, to correctly give the City, Town, etc., in which the poles are actually located. (Revised April 2013)

18.1-B Changes Prior to Approval

Any changes desired prior to approval of Form 2 Preliminary Joint Pole Authorization by the receiving Member shall be made by means of the following procedure:

(A) Receiving Member:

- (1) Make desired change
- (2) Sign amended form
- (3) Return copy to issuing Member

(B) Issuing Member:

(1) If change is acceptable:

(a) No additional actions take place. Process form in normal manner

(2) If change is unacceptable:

(a) Communicate with receiving Member(s) representative(s) to resolve differences by either issuing Form 7 or revising the JPA.

(b) If subsequent changes occur, refer to the standard procedure for Form 7 usage. (See Section 18.4)

(c) Until differences are resolved, issue the Form 7 to all participating Member(s), CC to SCJPC, not to process JPA Final Bill.

(d) Any member may request a resolution meeting with the Administrative Board by issuing the Form 7 to all participating Member(s), CC to SCJPC. (Revised April 2012)

(3) Multi-Party JPAs:

The initiator of a multi-party JPA will be responsible for notifying all involved parties of any changes made to that JPA prior to final approval.

An acceptable method for the initiating member to notify all involved parties of any changes made to a JPA includes sending a Form 7 indicating "See Changes" with a copy of the marked-up Form 2 Preliminary JPAs as an attachment. (Revised January 2011).

18.1-C Changes After Approval

Any changes desired after the Form 2 Preliminary Joint Pole Authorization approval shall be made by means of one of the following:

A) Form 7 (refer to Sec 18.4 and Example 4) shall be used for the following:

- Correct Joint Pole Authorization number
- Correct or add Accounting Data
- Correct pole number
- Delete pole(s)
- Correct Pole length
- Correct Year set
- Correct Pole treatment (except a change from wood to alternative pole type, refer to Section 15.7)
- Circuit correction
- Correct grade and space

- Correct, add or delete authorized costs
- Correct, add or delete Section number
- Change pulling routine
- Delete owner
- Correct pole location and/or community
- Correct, add or delete tenant
- Correct, add or delete anchors, guys or arms

B) A revised Form 2 shall be used for the following:

- Add owner(s)
- Add pole(s)
- Change from wood to alternative pole type (refer to Section 15.7)
- Change in scope of work (i.e. changes causing receiving member to reengineer and/or refield.

Same Joint Pole Authorization number should be used with a revision identifier (i.e. JPA12345 Rev 1, JPA12345 RO1, JPA12345 Rev) and new date sent.

C) Form 2 Supplement for information or transactions omitted from the original FINAL Joint Pole Authorization. Same Joint Pole Authorization number should be used with a supplement identifier (i.e. **JPA12345SUP1**, **JPA12345S01**, **JPA12345SUPPL**) JPC office will convert to SUP.

D) Form 48 shall be used for the following:

- Change pulling routine
- Change topping of pole(s)

(Revised April 2007)

18.1-D Time Limits Involving Form 2 Preliminary Joint Pole Authorization

The return of Form 2 Preliminary Joint Pole Authorization shall be within 45 days of date sent.

Automatic Approval - The Form 2 Preliminary Joint Pole Authorization will be considered approved when 45 days have elapsed from date sent of Form 2 Preliminary Joint Pole Authorization to other Member(s), and there is no written protest or request for review.

The Authorization may be finalized by the issuing Member when 45 days have elapsed from date sent of Form 48, indicating the work has been completed as previously approved.

- This section cannot be invoked with Section 1.2 Special Agreement.
- Effective January 1, 2006, Authorizations issued prior to January 1, 1995 will be billed under current billing practices.
- Under the terms of this section, all utilities shall type the date Form 48 sent on the bottom line of Location/Nature of Work Section of the Final Authorization.
- Note: Form 48 not required on work performed in accordance to all of Section 4, sections 5.1C, and 19.5 (Revised January 2012/Revised June 2015).

~~Construction Start Date/Cancellation - The time limit for starting joint pole construction shown on a Form 2 Preliminary Joint Pole Authorization shall be 18 months from date issued. At the expiration of this time period, the following procedure should be followed:~~

~~If construction has not been started:~~

- ~~Form 7 shall be sent by any member involved to request extension, which requires mutual agreement in writing, or to cancel.~~

~~If construction has not been started and JPA time limit exceeds 24 months, supporting documentation is required for extension.~~

- ~~If construction has been completed, refer to Section 18.1F. (Admin Board discussion 7/15/2015)~~

Section 18.1D Clarification.

18.1-E Time Limits Involving Construction and Other Miscellaneous Situations

(a) Emergency Replacements - Member replacing pole in an emergency must notify other owner(s) within 24 hours by telephone. This includes the emergency use of MOD/POLES. (See Sections 7.6 and 19.7)

(b) Free Attachment - Member maintaining free attachment must remove its facilities within 48 hours of telephone notification confirmed by Form 48. (See Sections 5.5 and 11.0)

(c) Maintenance Liability - Liability for maintenance extends 60 days from date sent of a Form 2 Preliminary Joint Pole Authorization involving a relinquishment, or from the date facilities were removed from pole. (See Section 19.0)

(d) Relinquishment/Abandonment of Interest - 60 days notice must be given to other owners

when termination of ownership is intended. (See Section 5.1)

(e) Removal of pole or transfer of facilities must be completed within 60 days from date of Form 48. (See Section 5.0 & 7.0)

(f) After the final billing has been processed, all liability is assumed by remaining Member(s). (See Section 5.0 & 7.0)

(g) Temporary attachments allow for facilities of another Member to remain on a pole for a period of time, which is less than one year. (See Section 14.6)

Construction Start Date/Cancellation - The time limit for starting joint pole construction shown on a Form 2 Preliminary Joint Pole Authorization shall be 18 months from date issued. At the expiration of this time period, the following procedure should be followed:

If construction has not been started:

- Form 7 shall be sent by any member involved to request extension, which requires mutual agreement in writing, or to cancel.

- If construction has not been started and JPA time limit exceeds 24 months, supporting documentation/explanation is required for extension. If no response, the JPA will be cancelled on the initiator's behalf. (Admin Board discussion 7/15/2015)

•

18.1F Failure to Final JPA upon Completion of Construction

~~The Form 48 is used to notify other owners that work has been completed and must be issued within 30 days of construction complete.~~

~~If the issuing utility fails to adhere to the time limits, as specified in Sections 18.1D-D and 18.1E-E, any member who is party to that JPA may issue the Form 48 and/or final JPA. The following procedure is required:~~

~~Form 48 shall be sent to all members involved, if not previously issued~~

- A Form 7 shall be sent to all members involved notifying of the intent to final bill (see item 14A of Authorized Cost).
- If no response after 15 days of Form 7, member may proceed with finalizing the JPA.
- If there are multiple JPA's involved, a spreadsheet may be sent and the 15 day response requirement may be waived upon agreement.
- Where a Form 48 is required, -Aa Field Trip may be made to verify that construction is complete (see item 14B of Authorized Cost). If construction is not

~~complete, the JPA will be finalized under section 4.0A.~~

- ~~If construction is complete, a Form 48 shall be sent to all members involved.~~
- ~~The issuing party will pay the full administrative costs and/or field visit cost to the member submitting the final as defined in Authorized Costs item 14A and/or 14B, as of current year (Revised July 2007).~~
- ~~The JPC Office shall final bill the first billable final received, either from the initiating member or the member wishing to final per 18.1F.(Admin Board discussion 7/15/2015)~~

18.2 Form 2 Final - Initiation

The Member initiating transaction shall transmit one copy of this form, which shall be an original Southern California Joint Pole Committee authorized typed or electronic document, to Joint Pole Committee, specifying work as completed under approved Form 2 Preliminary Joint Pole Authorization not less than 45 and no more than 90 calendar days after sending the completed Form 48. After 90 days 18.1F may apply. Exception section 7.6 can be final billed less than 45 days (Revised January 2012).

All data essential to complete the record must be specified, including Member accounting data, voltage and space shown on Preliminary Joint Pole Authorization.

NOTE: If the above information cannot be obtained by the issuing Member, the Committee office is authorized to obtain said information from the non-issuing Member.

Transfer, Installation, equipment, and other authorized costs must be shown by item number and number of items.

The date sent on the Form 2 Final will always be the same as the date sent on the Form 2 Preliminary Joint Pole Authorization. (Revised July 2009)

18.3 Form 2 Final - Completion

Copies of Form 2 Finals are distributed by the Joint Pole Committee office. Any discrepancies noted by the Committee on Form 2 Final will cause this form to be returned for correction. When form 2 Final has been issued, the Committee is authorized to proceed with the preparation of pole record and Bills of Sale.

18.4 Form 7 - J/P Memorandum

This form is for use in effecting changes to issued Form 2 Preliminary Joint Pole Authorization by agreement.

When changes in an authorization are proposed, the Member receiving the Form 7 must return same within 15 days.

The memo must indicate the Members to whom the copies are directed.

For use in protest procedures see Section 18.1-B (2) (c) & (d).

18.5 Pole Record

The pole record is prepared by the Committee office in accordance with Form 2 Final. A pole record shall be maintained for each pole as long as it continues to be used as a jointly owned pole.

The complete pole record shall include the following:

- Pole number
- Location
- Length
- Year set
- Treatment (T, FT, G, CF, LWS or AT)
- Members involved
- Space & grade allocation
- Tenant grade
- Joint anchors
- Joint arms
- Bill of Sale date
- Amount paid for interest in pole or equipment
- Nature of maintenance work or other operation involved
- Joint Pole Authorization number

All subsequent transactions occurring on pole during its use as a jointly owned pole shall be recorded in chronological order and, as each transaction is affected, superseding records shall be prepared by the Committee office and furnished to the Members. The records should be checked by all Members promptly when received, and the Committee office should be advised without delay if any changes are necessary.

Records will be kept of:

- Clearance attachments where interset poles are involved
- Temporary attachment(s)
- Pole top extensions (PTX)
- Free attachments
- Any cases where the Members concerned may request record of specific transactions

When the same record is held by two parties, that record shall be fact unless proven otherwise by a third party, or previous bill of sale.

18.6 Form 44 - Bill of Sale

Bill of Sale specified that sales shall be made subject to mortgages, deeds of trust, or other prior liens upon the property specified therein. The Form is prepared by the Committee office in accordance with Form 2 Final and specifies:

- the Members involved in billing
- the Authorization number

- the total amount to be billed on each Joint Pole Authorization
- The net amount due one company from the other.

The Bill of Sale form transfers equities between companies. One copy of every Bill of Sale must be executed by each company involved and transmitted to the other, regardless of which company pays the net bill.

SCJPC balances each account of the Final Bills processed during the month. Account Codes are listed on page 20-6 (Section 20.5)

JPC sends the Forms 44 to each member involved.

- The member due money, must issue an invoice for remittance.
 - Attached signed Form 44 with the invoice
- The member owing money waits for the invoice from the other member.
 - Attach signed Form 44 with remittance

Associated with the Form 44 are the final JPAs processed during that month. Each member should review the Final JPAs and Forms 44 for accuracy.

If correction(s) is/are required:

- Contact the initiating member and request a correction of records.
- If you are the initiating member, issue a correction of records.
- If the correction is required due to JPC, request JPC to issue a correction of records.

Form 44 must be invoiced as received, even if a correction is required. When the correction of records is processed, the monies will be rectified. As a member of the SCJPC, you are responsible

for invoicing/payment of all Forms 44. See Example 19 (Revised January 2012).

18.7 Form 48 - Memorandum Notice of Work Completed Joint Pole Work

This form is used to notify other owners that work has been completed and shall be issued within 30 days after construction is complete in order to expedite any remaining joint pole work by other Members, supplementing verbal or other instructions. It may also be used to make changes in a Preliminary Joint Pole Authorization relating to the pulling routine, the topping of poles, and hand dig.

Where no construction was performed (records only, i.e. 5.1C) a form 48 does not need to be issued. The JPA may bill 45 days from the Date Sent. (07/14/2015 for Admin Board Discussion)

~~18.8 Form 49 - Tracer and Multiparty Routing Form~~ (Revised January 2010)

~~This form is used for inquiry regarding delay in return of signed Form 2 Preliminary Joint Pole Authorization, for delay in forwarding Form 2 Final to Committee for completion, or for Routing of Multiparty Form 2 Preliminary. (Delete 7/14/2015)~~

18.9 Form 9 - Riser

This form is used to notify other owners of proposed riser placement when no Form 2 Preliminary is required. Refer to Example 10 page 18-15. Form 9 is automatically approved after 15 days has elapsed from date sent. (Revised January 2011).

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
279 E. Arrow Hwy., Suite 104
San Dimas, CA 91773
Phone (909) 599-3801

August 18th, 2015

A meeting of the Routine Revision Committee took place on the above date, at 10:15 a.m. at the Committee office. Those in attendance were:

Ms. Jessica Pearson	Southern California Edison
Ms. April Debarge	Southern California Edison
Mr. Wayne Brown	Southern California Edison
Mr. Richard LaBarge	Southern California Edison
Mr. Larry Chow	Southern California Edison
Mr. Joe Serrato	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Shawn Henderson	T-Mobile USA
Mr. Scott Hunter	City of Los Angeles
Mr. Josh Mathisen	AT&T California
Ms. Manijeh Carmichael	AT&T California
Mr. William Kearns	Verizon Ca, MCI / COMM / Metro
Mr. Kevin Taylor	Verizon Ca, MCI / COMM / Metro
Ms. Robin Arndt	Verizon Ca, MCI / COMM / Metro
Ms. Angela Pranata	SCJPC Staff
Mr. Ryan Jones	SCJPC Staff

Those attending via teleconference were:

Ms. Lupe Hernandez	Teleport Communications America
Ms. Lynn Prescott	Verizon Wireless
Ms. Yvonne Johnson	AT&T Mobility
Ms. Maria Ortiz	XO Communication
Ms. Alicia Smith	Sprint/Nextel Sprint Communications
Mr. Earl Carrion	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. David Elston	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC

Ms. Hernandez opened the meeting by inquiring if there were any questions or concerns regarding the previous meetings minutes. There were none at the time.

The second item on the agenda was **Interpretation of Routine Handbook**. Ms. Hernandez stated this is a standing agenda item and is to be discussed at every meeting. Ms. Pearson reported that there has not been much of a change in the status of the foreign JPA list. Ms. Hernandez suggested reminding each member to check the status of their foreign JPA list to try and complete the list as soon as possible. The members agreed to table this until the next Routine Handbook meeting.

The third item on the agenda was **Item 1574: Review of Section 18.1**. Ms. Hernandez reported section 5.1C was going to be voted on at the Administrative Board meeting (see attached). Ms. Hernandez also reported section 18.7 was returned to the Routine Revision meeting for further discussion. Ms. Pranata inquired if the last 2 sentences of section 18.7 are applicable because when the section was modified the 2013 Routine Handbook was used instead of the current year (see attached). The members agreed that the verbiage is still needed. Mr. Chow inquired if the changes including where no construction was performed (records only i.e. 5.1C) a Form 48 does not need to be issued is specific to only to 5.1C. Ms. Hernandez stated on a record only type JPA a Form 48 should not be a requirement. Mr. Chow suggested verbiage be added to stated section 4 would not apply. Ms Hernandez stated when a member is found to be an unauthorized attachment no construction is needed and a Form 48 is not required. She continued, suggesting a Form 48 be attached to JPA similar to the way a section 7.6 JPA is submitted. Ms. Hernandez suggested the members go back to the sections where section 18.7 is applicable, then put a generic note under section 18.7 stating to issue the Form 48 per the section's requirements. After discussion, the members agreed to review the sections to see when a Form 48 should be required. The members agreed to table this item for the next Routine Revision meeting.

Ms. Pearson reported she was able to transfer Edison's proposed verbiage of sections 18.1 (D-F), 18.7, & 5.1(C) to the 2015 Routine Handbook. The members agreed to add Edison's proposed verbiage to the Discussion Calendar.

Ms. Hernandez stated the Time frames for section 18.1F will be included in Edison's proposed verbiage that was added to the Discussion Calendar.

Mr. Hunter reported that Department of Water and Power is still using the Form 49.

The fourth item on the agenda was **Item 1585: SCE Customer Release Form**. Mr. LaBarge reported that the Customer Release Form was still being internally discussed and requested that this item be tabled for the next Routine Revision meeting.

The fifth item on the agenda was **Item 1587: Review of Section 7.6, 7.11, &7.13**. Ms. Hernandez reminded members these were changes from 2014. She continued, stating there was an issue with the 180 day timeframe. Ms. Debarge reminded members that Verizon was the member that had a problem with the 180 day timeframe. Mr. Kearns stated he would discuss the matter with Mr. Vail and Mr. Aleman to determine what the disagreement was. The members agreed to table discussions.

Mr. Kearns requested the Members table discussion on the proposed verbiage for section 7.12 until the next Routine Revision meeting.

The sixth item on the agenda was **Item 1595: Section 5.1(A) Update**. Ms. Pranata reported that the proposed verbiage for section 5.1(A) is waiting for Administrative Board approval.

The seventh item on the agenda was **Item 1597: Review of Routine Handbook Examples**. Ms. Hernandez stated this is a standing agenda item and to be discussed at every

meeting until the end of the year. Ms. Hernandez inquired if there were any examples the needed clarification or needed to be discussed. There were none.

Lastly, Ms. Hernandez inquired if the members had any **miscellaneous items**.

Ms. Hernandez stated section 20.4 will be ongoing until approved in November 2015 effective January 2016.

Ms. Hernandez stated the down guy adequate issue was resolved and did not require further discussion.

Ms. Pranata reported she received a Form 16 from City of Burbank that was incorrectly filled out (see attached). Ms. Hernandez reminded members when submitting a Form 16 the footage that the members own does not change it is just reallocated. She continued, stating City of Burbank does not have enough footage after the reallocation. Ms Pranata inquired if it was her responsibility to send a copy of the Form 16 to all members involved. Ms. Hernandez stated it would be the member performing the reallocations responsibility to send owners or record a copy of the Form 16. Mr. Chow inquired if the Form 16 is showing the City of Burbank to be moving Time Warner Cable to 31-1 or is it a reflection of what was found in the field. He continued, stating if City of Burbank was moving Time Warner Cable a JPA would be needed. After discussion, the members agreed a Form 16 cannot be used if it impacts other member's grade and or space.

Review of Action items/JPA Alerts.

- Remind members to review and final bill list of JPAs provided by Ms. Pearson
- Add proposed verbiage for sections 18.1 (D-F) to Discussion Calendar
- Mr. Kearns to internally check on sections 7.6 and 7.12
- Add section 5.1(A) to Administrative Board meeting for vote
- Ms. Pranata to notify City of Burbank of requirements for submitting a Form 16

The Meeting adjourned at 11:15 a.m. until September 15, 2015.

Ryan Jones, Committee Staff

Section 5.1A added verbiage:

5.1-A Relinquishment of Interest by One Owner

In the relinquishment of interest by one owner, the interest of this owner shall revert first to the base owner, or other owner as agreed and the releasing owner shall receive salvage from that owner in the ratio of the equities, in whole or in part, owned by them. In this case the Joint Pole Authorization shall specify the grade and space to be used by the remaining owner(s).

Note: One owner cannot relinquish a pole on behalf of another owner unless otherwise agreed upon and noted on the JPA Form 2. Owner of record must issue a JPA to relinquish or indicate their relinquishment on a JPA initiated by another owner.

For Admin Board Discussion 7/15/2015

5.1-C Relinquishment - Pole Removed at Unknown Date

Relinquishment of interest in pole removed at unknown date shall have no salvage value. . Pulling and transportation shall not apply. (Revised January 2010)

[A Form 48 is not required. See Section 18.7.](#)

[\(for Admin Board Discussion 7/15/2015\)](#)

RECORD FORMS

18.0 Record Forms

The forms used for expediting joint pole work and recording transactions are listed below:

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Form 49	Tracer and Multiparty Routing Form Delete 7/14/2015

(Revised January 2010)

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18.1-A Preparation of Form 2 Preliminary Joint Pole Authorization

By agreement, any Member may be designated as the constructing Member in joint work.

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- (a) Pole Number
- (b) Nature of work
- (c) Applicable Routine Section Number
- (d) Designation of involved Members

- (e) Circuits
- (f) Interest
- (g) Grade
- (h) Space

Sections revised:

- [18.0](#)
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[Note for AP: Using 2013 RR Edition.](#)

This form shall be limited to 10 pages.

Where a specific transaction involves special agreement, it shall be designated as such on Joint Pole Authorization. (See Section 1.2)

It is the responsibility of all Members involved in the Joint Pole Authorization to see that data and details of the agreement are correct. The date Joint Pole Authorization is sent shall be used in completing the billing for structural and salvage values; except in replacements, the date poles are set shall apply.

Any deviation shall be by agreement of the Members involved and noted on the Joint Pole Authorization. Section 20 shows Member code letters and abbreviations to facilitate preparation of Joint Pole Authorization.

Where jointly owned poles are to be removed from service, the Joint Pole Authorization must designate which Member is to pull, transport, and dispose/salvage poles as specified in Section 5.0.

To insure correct spotting of poles on record maps, it is essential that locations be accurately recorded (see Section 15.4). It is important, both for map and field reference purposes, to correctly give the City, Town, etc., in which the poles are actually located. (Revised April 2013)

18.1-B Changes Prior to Approval

Any changes desired prior to approval of Form 2 Preliminary Joint Pole Authorization by the receiving Member shall be made by means of the following procedure:

(A) Receiving Member:

- (1) Make desired change
- (2) Sign amended form
- (3) Return copy to issuing Member

(B) Issuing Member:

(1) If change is acceptable:

(a) No additional actions take place. Process form in normal manner

(2) If change is unacceptable:

(a) Communicate with receiving Member(s) representative(s) to resolve differences by either issuing Form 7 or revising the JPA.

(b) If subsequent changes occur, refer to the standard procedure for Form 7 usage. (See Section 18.4)

(c) Until differences are resolved, issue the Form 7 to all participating Member(s), CC to SCJPC, not to process JPA Final Bill.

(d) Any member may request a resolution meeting with the Administrative Board by issuing the Form 7 to all participating Member(s), CC to SCJPC. (Revised April 2012)

(3) Multi-Party JPAs:

The initiator of a multi-party JPA will be responsible for notifying all involved parties of any changes made to that JPA prior to final approval.

An acceptable method for the initiating member to notify all involved parties of any changes made to a JPA includes sending a Form 7 indicating "See Changes" with a copy of the marked-up Form 2 Preliminary JPAs as an attachment. (Revised January 2011).

18.1-C Changes After Approval

Any changes desired after the Form 2 Preliminary Joint Pole Authorization approval shall be made by means of one of the following:

A) Form 7 (refer to Sec 18.4 and Example 4) shall be used for the following:

- Correct Joint Pole Authorization number
- Correct or add Accounting Data
- Correct pole number
- Delete pole(s)
- Correct Pole length
- Correct Year set
- Correct Pole treatment (except a change from wood to alternative pole type, refer to Section 15.7)
- Circuit correction
- Correct grade and space

- Correct, add or delete authorized costs
- Correct, add or delete Section number
- Change pulling routine
- Delete owner
- Correct pole location and/or community
- Correct, add or delete tenant
- Correct, add or delete anchors, guys or arms

B) A revised Form 2 shall be used for the following:

- Add owner(s)
- Add pole(s)
- Change from wood to alternative pole type (refer to Section 15.7)
- Change in scope of work (i.e. changes causing receiving member to reengineer and/or refield.

Same Joint Pole Authorization number should be used with a revision identifier (i.e. JPA12345 Rev 1, JPA12345 RO1, JPA12345 Rev) and new date sent.

C) Form 2 Supplement for information or transactions omitted from the original FINAL Joint Pole Authorization. Same Joint Pole Authorization number should be used with a supplement identifier (i.e. **JPA12345SUP1**, **JPA12345S01**, **JPA12345SUPPL**) JPC office will convert to SUP.

D) Form 48 shall be used for the following:

- Change pulling routine
- Change topping of pole(s)

(Revised April 2007)

18.1-D Time Limits Involving Form 2 Preliminary Joint Pole Authorization

The return of Form 2 Preliminary Joint Pole Authorization shall be within 45 days of date sent.

Automatic Approval - The Form 2 Preliminary Joint Pole Authorization will be considered approved when 45 days have elapsed from date sent of Form 2 Preliminary Joint Pole Authorization to other Member(s), and there is no written protest or request for review.

The Authorization may be finalized by the issuing Member when 45 days have elapsed from date sent of Form 48, indicating the work has been completed as previously approved.

- This section cannot be invoked with Section 1.2 Special Agreement.
- Effective January 1, 2006, Authorizations issued prior to January 1, 1995 will be billed under current billing practices.
- Under the terms of this section, all utilities shall type the date Form 48 sent on the bottom line of Location/Nature of Work Section of the Final Authorization.
- Note: Form 48 not required on work performed in accordance to all of Section 4, sections 5.1C, and 19.5 (Revised January 2012/Revised June 2015).

~~Construction Start Date/Cancellation - The time limit for starting joint pole construction shown on a Form 2 Preliminary Joint Pole Authorization shall be 18 months from date issued. At the expiration of this time period, the following procedure should be followed:~~

~~If construction has not been started:~~

- ~~• Form 7 shall be sent by any member involved to request extension, which requires mutual agreement in writing, or to cancel.~~

~~If construction has not been started and JPA time limit exceeds 24 months, supporting documentation is required for extension.~~

- ~~• If construction has been completed, refer to Section 18.1F. (Admin Board discussion 7/15/2015)~~

Section 18.1D Clarification.

18.1-E Time Limits Involving Construction and Other Miscellaneous Situations

(a) Emergency Replacements - Member replacing pole in an emergency must notify other owner(s) within 24 hours by telephone. This includes the emergency use of MOD/POLES. (See Sections 7.6 and 19.7)

(b) Free Attachment - Member maintaining free attachment must remove its facilities within 48 hours of telephone notification confirmed by Form 48. (See Sections 5.5 and 11.0)

(c) Maintenance Liability - Liability for maintenance extends 60 days from date sent of a Form 2 Preliminary Joint Pole Authorization involving a relinquishment, or from the date facilities were removed from pole. (See Section 19.0)

(d) Relinquishment/Abandonment of Interest - 60 days notice must be given to other owners

when termination of ownership is intended. (See Section 5.1)

(e) Removal of pole or transfer of facilities must be completed within 60 days from date of Form 48. (See Section 5.0 & 7.0)

(f) After the final billing has been processed, all liability is assumed by remaining Member(s). (See Section 5.0 & 7.0)

(g) Temporary attachments allow for facilities of another Member to remain on a pole for a period of time, which is less than one year. (See Section 14.6)

Construction Start Date/Cancellation - The time limit for starting joint pole construction shown on a Form 2 Preliminary Joint Pole Authorization shall be 18 months from date issued. At the expiration of this time period, the following procedure should be followed:

If construction has not been started:

- Form 7 shall be sent by any member involved to request extension, which requires mutual agreement in writing, or to cancel.

- If construction has not been started and JPA time limit exceeds 24 months, supporting documentation/explanation is required for extension. If no response, the JPA will be cancelled on the initiator's behalf. (Admin Board discussion 7/15/2015)

•

18.1F Failure to Final JPA upon Completion of Construction

~~The Form 48 is used to notify other owners that work has been completed and must be issued within 30 days of construction complete.~~

If the issuing utility fails to adhere to the time limits, as specified in Sections 18.1D-D and 18.1E-E, any member who is party to that JPA may issue the Form 48 and/or final JPA. The following procedure is required:

~~Form 48 shall be sent to all members involved, if not previously issued~~

- A Form 7 shall be sent to all members involved notifying of the intent to final bill (see item 14A of Authorized Cost).
- If no response after 15 days of Form 7, member may proceed with finalizing the JPA.
- If there are multiple JPA's involved, a spreadsheet may be sent and the 15 day response requirement may be waived upon agreement.
- Where a Form 48 is required, -Aa Field Trip may be made to verify that construction is complete (see item 14B of Authorized Cost). ~~If construction is not~~

~~complete, the JPA will be finalized under section 4.0A.~~

- ~~If construction is complete, a Form 48 shall be sent to all members involved.~~
- ~~The issuing party will pay the full administrative costs and/or field visit cost to the member submitting the final as defined in Authorized Costs item 14A and/or 14B, as of current year (Revised July 2007).~~
- ~~The JPC Office shall final bill the first billable final received, either from the initiating member or the member wishing to final per 18.1F.(Admin Board discussion 7/15/2015)~~

18.2 Form 2 Final - Initiation

The Member initiating transaction shall transmit one copy of this form, which shall be an original Southern California Joint Pole Committee authorized typed or electronic document, to Joint Pole Committee, specifying work as completed under approved Form 2 Preliminary Joint Pole Authorization not less than 45 and no more than 90 calendar days after sending the completed Form 48. After 90 days 18.1F may apply. Exception section 7.6 can be final billed less than 45 days (Revised January 2012).

All data essential to complete the record must be specified, including Member accounting data, voltage and space shown on Preliminary Joint Pole Authorization.

NOTE: If the above information cannot be obtained by the issuing Member, the Committee office is authorized to obtain said information from the non-issuing Member.

Transfer, Installation, equipment, and other authorized costs must be shown by item number and number of items.

The date sent on the Form 2 Final will always be the same as the date sent on the Form 2 Preliminary Joint Pole Authorization. (Revised July 2009)

18.3 Form 2 Final - Completion

Copies of Form 2 Finals are distributed by the Joint Pole Committee office. Any discrepancies noted by the Committee on Form 2 Final will cause this form to be returned for correction. When form 2 Final has been issued, the Committee is authorized to proceed with the preparation of pole record and Bills of Sale.

18.4 Form 7 - J/P Memorandum

This form is for use in effecting changes to issued Form 2 Preliminary Joint Pole Authorization by agreement.

When changes in an authorization are proposed, the Member receiving the Form 7 must return same within 15 days.

The memo must indicate the Members to whom the copies are directed.

For use in protest procedures see Section 18.1-B (2) (c) & (d).

18.5 Pole Record

The pole record is prepared by the Committee office in accordance with Form 2 Final. A pole record shall be maintained for each pole as long as it continues to be used as a jointly owned pole.

The complete pole record shall include the following:

- Pole number
- Location
- Length
- Year set
- Treatment (T, FT, G, CF, LWS or AT)
- Members involved
- Space & grade allocation
- Tenant grade
- Joint anchors
- Joint arms
- Bill of Sale date
- Amount paid for interest in pole or equipment
- Nature of maintenance work or other operation involved
- Joint Pole Authorization number

All subsequent transactions occurring on pole during its use as a jointly owned pole shall be recorded in chronological order and, as each transaction is affected, superseding records shall be prepared by the Committee office and furnished to the Members. The records should be checked by all Members promptly when received, and the Committee office should be advised without delay if any changes are necessary.

Records will be kept of:

- Clearance attachments where interset poles are involved
- Temporary attachment(s)
- Pole top extensions (PTX)
- Free attachments
- Any cases where the Members concerned may request record of specific transactions

When the same record is held by two parties, that record shall be fact unless proven otherwise by a third party, or previous bill of sale.

18.6 Form 44 - Bill of Sale

Bill of Sale specified that sales shall be made subject to mortgages, deeds of trust, or other prior liens upon the property specified therein. The Form is prepared by the Committee office in accordance with Form 2 Final and specifies:

- the Members involved in billing
- the Authorization number

- the total amount to be billed on each Joint Pole Authorization
- The net amount due one company from the other.

The Bill of Sale form transfers equities between companies. One copy of every Bill of Sale must be executed by each company involved and transmitted to the other, regardless of which company pays the net bill.

SCJPC balances each account of the Final Bills processed during the month. Account Codes are listed on page 20-6 (Section 20.5)

JPC sends the Forms 44 to each member involved.

- The member due money, must issue an invoice for remittance.
 - Attached signed Form 44 with the invoice
- The member owing money waits for the invoice from the other member.
 - Attach signed Form 44 with remittance

Associated with the Form 44 are the final JPAs processed during that month. Each member should review the Final JPAs and Forms 44 for accuracy.

If correction(s) is/are required:

- Contact the initiating member and request a correction of records.
- If you are the initiating member, issue a correction of records.
- If the correction is required due to JPC, request JPC to issue a correction of records.

Form 44 must be invoiced as received, even if a correction is required. When the correction of records is processed, the monies will be rectified. As a member of the SCJPC, you are responsible

for invoicing/payment of all Forms 44. See Example 19 (Revised January 2012).

18.7 Form 48 - Memorandum Notice of Work Completed Joint Pole Work

This form is used to notify other owners that work has been completed and shall be issued within 30 days after construction is complete in order to expedite any remaining joint pole work by other Members, supplementing verbal or other instructions. It may also be used to make changes in a Preliminary Joint Pole Authorization relating to the pulling routine, the topping of poles, and hand dig.

Where no construction was performed (records only, i.e. 5.1C) a form 48 does not need to be issued. The JPA may bill 45 days from the Date Sent. (07/14/2015 for Admin Board Discussion)

~~18.8 Form 49 - Tracer and Multiparty Routing Form~~ (Revised January 2010)

~~This form is used for inquiry regarding delay in return of signed Form 2 Preliminary Joint Pole Authorization, for delay in forwarding Form 2 Final to Committee for completion, or for Routing of Multiparty Form 2 Preliminary. (Delete 7/14/2015)~~

18.9 Form 9 - Riser

This form is used to notify other owners of proposed riser placement when no Form 2 Preliminary is required. Refer to Example 10 page 18-15. Form 9 is automatically approved after 15 days has elapsed from date sent. (Revised January 2011).

Any changes desired prior to approval of Form 2 Preliminary Joint Pole Authorization by the receiving Member shall be made by means of the following procedure:

(A) Receiving Member:

- (1) Make desired change
- (2) Sign amended form
- (3) Return copy to issuing Member

(B) Issuing Member:

- (1) If change is acceptable:
 - (a) No additional actions take place. Process form in normal manner
- (2) If change is unacceptable:
 - (a) Communicate with receiving Member(s) representative(s) to resolve differences by either issuing Form 7 or revising the JPA.
 - (b) If subsequent changes occur, refer to the standard procedure for Form 7 usage. (See Section 18.4)
 - (c) Until differences are resolved, issue the Form 7 to all participating Member(s), CC to SCJPC, not to process JPA Final Bill.
 - (d) Any member may request a resolution meeting with the Administrative Board by issuing the Form 7 to all participating Member(s), CC to SCJPC. (Revised April 2012)

(3) Multi-Party JPAs:

The initiator of a multi-party JPA will be responsible for notifying all involved parties of any changes made to that JPA prior to final approval.

An acceptable method for the initiating member to notify all involved parties of any changes made to a JPA includes sending a Form 7 indicating "See Changes" with a copy of the marked-up Form 2 Preliminary JPAs as an attachment. (Revised January 2011).

18.1-C Changes After Approval

Any changes desired after the Form 2 Preliminary Joint Pole Authorization approval shall be made by means of one of the following:

- A) Form 7 (refer to Sec 18.4 and Example 4) shall be used for the following:
 - Correct Joint Pole Authorization number

- Correct or add Accounting Data
- Correct pole number
- Delete pole(s)
- Correct Pole length
- Correct Year set
- Correct Pole treatment (except a change from wood to alternative pole type, refer to Section 15.7)
- Circuit correction
- Correct grade and space
- Correct, add or delete authorized costs
- Correct, add or delete Section number
- Change pulling routine
- Delete owner
- Correct pole location and/or community
- Correct, add or delete tenant
- Correct, add or delete anchors, guys or arms
- Correct pole class

B) A revised Form 2 shall be used for the following:

- Add owner(s)
- Add pole(s)
- Change from wood to alternative pole type (refer to Section 15.7)
- Change in scope of work (i.e. changes causing receiving member to reengineer and/or refield.

Same Joint Pole Authorization number may be used with a revision identifier (i.e. JPA12345 Rev 1, JPA12345 RO1, JPA12345 Rev) and new date sent or the JPA may be canceled with a Form 7 and a new JPA issued.

C) Form 2 Supplement for information or transactions omitted from the original FINAL Joint Pole Authorization. Same Joint Pole Authorization number should be used with a supplement identifier (i.e. **JPA12345SUP1**, **JPA12345S01**, **JPA12345SUPPL**) JPC office will convert to SUP.

Form 48 can be used to make changes to the JPA per Section 18.7. (Revised June 2013)

18.1-D Time Limits Involving Form 2

Preliminary Joint Pole Authorization

The return of Form 2 Preliminary Joint Pole Authorization shall be within 45 days of date sent.

Automatic Approval - The Form 2 Preliminary Joint Pole Authorization will be considered approved when 45 days have elapsed from date sent of Form 2 Preliminary Joint Pole Authorization to other Member(s), and there is no written protest or request for review.

The Authorization may be finalized by the issuing Member when 45 days have elapsed from date sent of Form 48, indicating the work has been completed as previously approved.

- This section cannot be invoked with Section 1.2 Special Agreement.
- Effective January 1, 2006, Authorizations issued prior to January 1, 1995 will be billed under current billing practices.
- Under the terms of this section, all utilities shall type the date Form 48 sent on the bottom line of Location/Nature of Work Section of the Final Authorization.
- Note: Form 48 not required on work performed in accordance to sections 5.1C, and 19.5 (Revised June 2015).
- (Admin Board discussion 7/15/2015)

Section 18.1D Clarification.

18.1-E Time Limits Involving Construction and Other Miscellaneous Situations

(a) Emergency Replacements - Member replacing pole in an emergency must notify other owner(s) within 24 hours by telephone. This includes the emergency use of MOD/POLES. (See Sections 7.6 and 19.7)

(b) Free Attachment - Member maintaining free attachment must remove its facilities within 48 hours of telephone notification confirmed by Form 48. (See Sections 5.5 and 11.0)

(c) Maintenance Liability - Liability for maintenance extends 60 days from date sent of a Form 2 Preliminary Joint Pole Authorization involving a relinquishment, or from the date facilities were removed from pole. (See Section 19.0)

(d) Relinquishment/Abandonment of Interest - 60 days notice must be given to other owners when termination of ownership is intended. (See Section 5.1)

(e) Removal of pole or transfer of facilities must be completed within 60 days from date of Form 48. (See Section 5.0 & 7.0)

(f) After the final billing has been processed, all liability is assumed by remaining Member(s). (See Section 5.0 & 7.0)

(g) Temporary attachments allow for facilities of another Member to remain on a pole for a period of time, which is less than one year. (See Section 14.6)

Construction Start Date/Cancellation - The time limit for starting joint pole construction shown on a Form 2 Preliminary Joint Pole Authorization shall be 18 months from date issued. At the expiration of this time period, the following procedure should be followed:

If construction has not been started:

- Form 7 shall be sent by any member involved to request extension, which requires mutual agreement in writing, or to cancel.
- If construction has not been started and JPA time limit exceeds 24 months, explanation is required for extension. If no response, the JPA will be cancelled on the initiator's behalf. (Admin Board discussion 7/15/2015)
-

18.1F Failure to Final JPA

If the issuing utility fails to adhere to the time limits, as specified in Sections 18.1D and 18.1E, any member who is party to that JPA may issue the Form 48 and/or final JPA. The following procedure is required:

- A Form 7 shall be sent to all members involved notifying of the intent to final bill (see item 14A of Authorized Cost).
- If no response after 15 days of Form 7, member may proceed with finalizing the JPA.
- If there are multiple JPA's involved, a spreadsheet may be sent and the 15 day response requirement may be waived upon agreement.
- Where a Form 48 is required, a field trip may be made to verify that construction is complete (see item 14B of Authorized Cost).
- If construction is complete, a Form 48 shall be sent to all members involved.
- The issuing party will pay the full administrative costs and/or field visit cost to the member submitting the final as defined in Authorized Costs item 14A and/or 14B. (Revised July 2007).

- ~~The JPC Office shall final bill the first billable final received, either from the initiating member or the member wishing to final per 18.1F.(Admin Board discussion 7/15/2015)~~

18.1-D Time Limits Involving Form 2 Preliminary Joint Pole Authorization

~~The return of Form 2 Preliminary Joint Pole Authorization shall be within 45 days of date sent.~~

~~Automatic Approval – The Form 2 Preliminary Joint Pole Authorization will be considered approved when 45 days have elapsed from date sent of Form 2 Preliminary Joint Pole Authorization to other Member(s), and there is no written protest or request for review.~~

~~The Authorization may be finalized by the issuing Member when 45 days have elapsed from date sent of Form 48, indicating the work has been completed as previously approved.~~

- ~~This section cannot be invoked with Section 1.2 Special Agreement.~~
- ~~Effective January 1, 2006, Authorizations issued prior to January 1, 1995 will be billed under current billing practices.~~
- ~~Under the terms of this section, all utilities shall type the date Form 48 sent on the bottom line of Location/Nature of Work Section of the Final Authorization.~~
- ~~Note: Form 48 not required on work performed in accordance to all of section 4, sections 5.1C, and 19.5 (Revised June 2015).~~

~~Construction Start Date/Cancellation – The time limit for starting joint pole construction shown on a Form 2 Preliminary Joint Pole Authorization shall be 18 months from date issued. At the expiration of this time period, the following procedure should be followed:~~

~~If construction has not been started:~~

- ~~Form 7 shall be sent by any member involved to request extension, which requires mutual agreement in writing, or to cancel.~~
- ~~If construction has not been started and JPA time limit exceeds 24 months, supporting documentation is required for extension.~~

~~If construction has been completed, refer to Section 18.1F.~~

~~Section 18.1D Clarification:~~

18.1-E Time Limits Involving

Construction and Other Miscellaneous Situations

- ~~(a) Emergency Replacements – Member replacing pole in an emergency must notify other owner(s) within 24 hours by telephone. This includes the emergency use of MOD/POLES. (See Sections 7.6 and 19.7)~~
- ~~(b) Free Attachment – Member maintaining free attachment must remove its facilities within 48 hours of telephone notification confirmed by Form 48. (See Sections 5.5 and 11.0)~~
- ~~(c) Maintenance Liability – Liability for maintenance extends 60 days from date sent of a Form 2 Preliminary Joint Pole Authorization involving a relinquishment, or from the date facilities were removed from pole. (See Section 19.0)~~
- ~~(d) Relinquishment/Abandonment of Interest – 60 days notice must be given to other owners when termination of ownership is intended. (See Section 5.1)~~
- ~~(e) Removal of pole or transfer of facilities must be completed within 60 days from date of Form 48. (See Section 5.0 & 7.0)~~
- ~~(f) After the final billing has been processed, all liability is assumed by remaining Member(s). (See Section 5.0 & 7.0)~~
- ~~(g) Temporary attachments allow for facilities of another Member to remain on a pole for a period of time, which is less than one year. (See Section 14.6)~~

~~Construction Start Date/Cancellation – The time limit for starting joint pole construction shown on a Form 2 Preliminary Joint Pole Authorization shall be 18 months from date issued. At the expiration of this time period, the following procedure should be followed:~~

~~If construction has not been started:~~

- ~~Form 7 shall be sent by any member involved to request extension, which requires mutual agreement in writing, or to cancel.~~
- ~~If construction has not been started and JPA time limit exceeds 24 months, supporting documentation is required for extension.~~

18.1F Failure to Final JPA

~~If the issuing utility fails to adhere to the time limits, as specified in Sections 18.1D and 18.1E, any member who is party to that JPA may issue the Form 48 and/or final JPA. The following procedure is required:~~

- ~~• A Form 7 shall be sent to all members involved notifying of the intent to final bill (see item 14A of Authorized Cost).~~
- ~~• If no response after 15 days of Form 7, member may proceed with finalizing the JPA.~~
- ~~• If there are multiple JPA's involved, a spreadsheet may be sent and the 15 day response requirement may be waived upon agreement.~~
- ~~• Where a Form 48 is required, a field trip may be made to verify that construction is complete (see item 14B of Authorized Cost).~~
- ~~• If construction is complete, a Form 48 shall be sent to all members involved.~~
- ~~• The issuing party will pay the full administrative costs and/or field visit cost to the member submitting the final as defined in Authorized Costs item 14A and/or 14B. (Revised July 2007).~~
- ~~• The JPC Office shall final bill the first billable final received, either from the initiating member or the member wishing to final per 18.1F.~~

18.2 Form 2 Final - Initiation

The Member initiating transaction shall transmit one copy of this form, which shall be an original Southern California Joint Pole Committee authorized typed or electronic document, to Joint Pole Committee, specifying work as completed under approved Form 2 Preliminary Joint Pole Authorization not less than 45 and no more than 90 calendar days after sending the completed Form 48. After 90 days 18.1F may apply. Exception section 7.6 can be final billed less than 45 days (Revised January 2012).

All data essential to complete the record must be specified, including Member accounting data, voltage and space shown on Preliminary Joint Pole Authorization.

NOTE: If the above information cannot be obtained by the issuing Member, the Committee office is authorized to obtain said information from the non-issuing Member.

Transfer, Installation, equipment, and other authorized costs must be shown by item number and number of items.

The date sent on the Form 2 Final will always be the same as the date sent on the Form 2 Preliminary Joint Pole Authorization. (Revised July 2009)

18.3 Form 2 Final - Completion

Copies of Form 2 Finals are distributed by the Joint Pole Committee office. Any discrepancies noted by the Committee on Form 2 Final will cause this form to be returned for correction. When form 2 Final

has been issued, the Committee is authorized to proceed with the preparation of pole record and Bills of Sale.

18.4 Form 7 - J/P Memorandum

This form is for use in effecting changes to issued Form 2 Preliminary Joint Pole Authorization by agreement.

When changes in an authorization are proposed, the Member receiving the Form 7 must return same within 15 days.

The memo must indicate the Members to whom the copies are directed.

For use in protest procedures see Section 18.1-B (2) (c) & (d).

18.5 Pole Record

The pole record is prepared by the Committee office in accordance with Form 2 Final. A pole record shall be maintained for each pole as long as it continues to be used as a jointly owned pole.

The complete pole record shall include the following:

- Pole number
- Location
- Length
- Year set
- Treatment (T, FT, G, CF, LWS or AT)
- Members involved
- Space & grade allocation
- Tenant grade
- Joint anchors
- Joint arms
- Bill of Sale date
- Amount paid for interest in pole or equipment
- Nature of maintenance work or other operation involved
- Joint Pole Authorization number

All subsequent transactions occurring on pole during its use as a jointly owned pole shall be recorded in chronological order and, as each transaction is affected, superseding records shall be prepared by the Committee office and furnished to the Members. The records should be checked by all Members promptly when received, and the Committee office should be advised without delay if any changes are necessary.

Records will be kept of:

- Clearance attachments where interset poles are involved
- Temporary attachment(s)
- Pole top extensions (PTX)
- Free attachments
- Any cases where the Members concerned may request record of specific transactions

REPLACEMENT

7.0 Replacement

Replacement may be made at the request of any Member, and adjustment as to sales, salvage, pulling, transportation, and transfer costs shall be at current prices as per date of replacement. Salvage shall be prorated in accordance with recorded ownership. Pulling and transportation charges shall be prorated in accordance with Section 2.1C. Any Member, by agreement, may be designated as the replacing Member under the Routine regardless of original ownership. Any pole shown as replaced on a JPA which refers to Section 18.1 Automatic Approval must show space and grade allocated in accordance with Section 2.7E. The Member maintaining Class H Circuits on a jointly owned pole should preferably make the replacement.

NOTE: Section 7.0 is a non-billable section.

7.1 Replacement of Pole for Sole Benefit of Member with Crossing Conductors Only

The section applies where the Member requesting the replacement is not an owner in the existing pole and will not require ownership in the new pole. The Member for whose benefit the replacement is made shall be billed the cost of the replacement for the structural value of the existing pole, less salvage value, plus the difference in cost for the increased length of the new pole over the existing pole (based on pole of same condition and setting date as replacing pole), additional material costs, if any, transfer cost, and entire cost of pulling and transportation. The billing shall be made as an Authorized Cost.

Where work required double arm installation and single arm now exists the Member requesting replacement shall pay the installation cost of the new double arm and the original owner shall remove single arm at own expense and retain salvage.

Where the pole to be replaced is jointly owned, the net difference in cost between the structural and salvage values shall be based on the interest owned by each joint owner. Each joint owner shall bill for whatever portion of the pulling and transportation operation it performs. The retirement of the pole from the record shall be completed by the joint owners as a salvage transaction, the original owner recovering the pole and allowing salvage value to the other owner for its relinquished interest. The Member making the replacement shall then bill an interest in the new pole to the other Member concerned.

The difference in cost for increased length of new pole over replaced joint pole shall be adjusted with the Member for whose benefit the replacement is made on the following basis:

(a) If each joint owner's interest cost in the new pole is equal, each shall bill for an equal portion of the cost of the increased length.

(b) If each joint owner's interest cost in the new pole is not equal but is in excess of its interest cost in the replaced pole (reproduced new), each shall bill for its respective difference of cost.

(c) If one joint owner's interest cost in the new pole is less than its interest cost in the replaced pole (reproduced new), the other joint owner in replaced pole shall then bill for the entire cost of the increased length.

7.2 Replacement of One Pole With Two or More Poles for Benefit of One Owner

When a jointly owned pole is suitably located for the installed facilities of two Members, and one owner desires to replace same with two or more poles in order to provide for specific locations which are not necessary for the present or future requirements of other joint owner(s), the adjustment shall be as follows:

One pole shall be considered as a replacement in accordance with rule of the Routine relating to Section 7.3 or 7.11 as applicable. The other pole(s) shall not be considered of any benefit to the existing Member, which should not participate in labor or material costs and will therefore make attachment for clearance purposes in accordance with rule of the Routine relating to Section 9.1. Attachment to pole shall be made at the expense of the constructing Member. This section shall not be construed to apply where respacing is undertaken in joint planning to place poles on property lines or to provide better distribution for the Members concerned.

Where a solely owned pole is involved under same conditions, the replacement shall be made in accordance with rule of the Routine relating to Section 7.5.

7.3 Overbuild

This section provides for the replacement of a solely owned or a jointly owned pole, less than 25 years old for the sole benefit of an incoming Member or one joint owner. This section also applies to poles replaced due to damage caused

by facilities of a joint owner and to all solely owned or jointly owned poles replaced for the sole benefit of Members having less than 20 consecutive years of Joint Pole Committee membership.

The cost to benefiting Member shall include:

- (a) Equity of overbuilt Member's structural value of existing pole, less salvage
- (b) Cost of transfer
- (c) Additional material installed to comply with requirements of joint ownership
- (d) Sidewalk or pavement repairs
- (e) Entire removal cost

The sole owner, or each joint owner as appropriate, shall bill the benefiting Member for the portion of pulling and transportation it performs. The Member recovering pole shall allow salvage to other owner(s) for its relinquished interest. Member placing new pole shall bill an interest to other Members.

When a benefiting Member replaces pole and another Member desires additional grade or space, replacement shall be made in accordance with rule of the Routine relating to Section 7.11. Mutual benefit shall not apply where a non-benefiting owner is forced to increase grade or space as a result of the activities undertaken by the benefiting Member.

7.4 Cut and Kick Replacement of Pole

This section provides for the replacement of a pole in the same hole to accommodate the transfer of facilities attached to the old pole. The differential cost of the setting of the new pole when it is mutually beneficial to all members shall be shared equally by all parties. When the placement of a pole in the same hole is not mutually beneficial, the cost shall be borne by the member requesting this type of construction procedure. Hand dig charges are not applicable as an added cost when poles are being replaced in the same hole. (Refer to Authorized Costs Item 19).

Note: Section 7.4 is not a stand-alone section, must be used in conjunction with section identifying reason for replacement.

Reasons for mutual benefit for Cut & Kick not limited to:

- Private Property and Rights of Way
- Driveway
- Substructure Conflicts
- Walls or Obstructions
- Proximity to Equipment

(Revised April 2013)

7.5 Replacement of a Solely Owned Pole With a Jointly Owned Pole

Sole owner's concurrence **must** be obtained prior to undertaking this operation. A solely owned pole replace for mutual benefit is included under this section. Pulling and transportation are at joint expense. Otherwise, for construction started without notification, the Member initiating the work will be responsible for all construction costs incurred by other joint owners.

The rules of Section 7.3 or 7.11 will apply when appropriate.

7.6 A. Replacement of Pole Due to Damage Caused by Any Person, Firm or Corporation Which Is Not a Party to the Joint Pole Agreement

The Member replacing pole shall sell interest to each Member concerned. Each Member shall receive salvage on maximum value recoverable and shall pay pulling and transportation. Each Member shall transfer its facilities and shall bill party responsible for the damage for its share of the net cost of replacement.

Emergency pole installation is where the pole must be replaced immediately: The joint owner(s) must be notified by telephone or email of emergency installations within 24 hours by setting Member. Setting Member must issue Form 2 Preliminary within 45 calendar days from date of pole replacement, otherwise Section 7.13 will apply. Telephone notification must be confirmed by either Form 2 or Form 48 showing, if known:

- (a) Time and date of accident
- (b) Time and date joint owner notified
- (c) Name of person notified
- (d) Police report number

In cases where the urgency for new pole installation is not immediate, notification rules of this section will still apply, however the rules of 7.11 will be followed to determine "**proposed**" purchase in new pole. (Revised January 2007)

7.6 B. Replacement of Pole Due to Natural Causes (Storm, Catastrophe)

The Member replacing pole shall sell interest to each Member concerned. Each Member shall receive salvage on maximum value recoverable and shall pay pulling and transportation. Each Member shall transfer its facilities.

Emergency pole installation is where the pole must be replaced immediately: The joint owner(s) must be notified by telephone of emergency installations within 24 hours by setting Member.

Setting Member must issue Form 2 Preliminary with date and identification of natural cause (Form 48 may be attached). Setting Member must issue Form 2 Preliminary within 180 calendar days from

date of pole replacement, otherwise Section 7.13 will apply.

In cases where the urgency for new pole installation is not immediate, notification rules of this section will still apply, however the rules of 7.11 will be followed to determine “proposed” purchase in new pole-(Added January 2012).

Section 7.13 does not apply. (Revised July 2014)

7.7 Replacement of Pole Which Is Used Jointly Without Authority

Any Member maintaining an unauthorized attachment on a pole to be replaced shall:

- Purchase interest in existing pole as specified in Section 4.1 and stated in addition to 7.7.
- Receive salvage if applicable.
- Pay all pulling, transportation, and disposal. If the unauthorized member performs the PTD, they will not receive reimbursement.
- Transfer at own expense.
- Purchase interest in the replacing pole.

This member shall also transfer at own expense and purchase interest in replacing pole.

If Member with unauthorized attachment proposes to abandon concurrent with replacement, it shall:

- Purchase interest in existing pole as specified in Section 4.1 and stated in addition to 7.7.
- Receive salvage if applicable.
- Pay all pulling, transportation and disposal. If the unauthorized member performs the PTD, they will not receive reimbursement.

(Revised January 2013)

7.8 Replacement of Pole Within One Year From Date of Purchase of Interest

When original owner requests the replacement of a joint pole 25 years old or older in which other owner has purchased interest within one year from date Joint Pole Authorization is sent requesting replacement, the other owner(s) shall receive refund of purchase price in pole replaced, shall not be responsible for pulling or transportation costs and shall not receive salvage, but shall purchase interest in new pole and transfer at its own expense. The one-year period referred to herein shall begin with January 1 following date sent of Joint Pole Authorization under which interest was purchased. Excepted are poles in which purchase has been made in accordance with rule of the Routine relating to Section 4.1.

7.9 Replacement for Benefit of Incoming Member or One Owner of Joint Pole Which Could Be Trenched or Moved

This Section applies to a solely or jointly owned pole, less than 25 years old, required to be relocated due to street improvement. When one owner desires to move the pole and another owner or incoming Member desires to replace the pole, the replacement may be made provided the incoming Member, or Member desiring replacement, pays excess cost of transferring facilities and equipment of other owner over such owner's share of cost of moving pole. Where differential costs have been identified, Section 1.2 will be used. In all other respects the replacement shall be made in accordance with the rule of the Routine relating to Section 7.11.

7.10 Replacement of Pole for Private Party or Governmental Agency

In general, any private party or governmental agency causing a pole to be replaced shall pay all expenses in connection therewith. However, certain conditions require special consideration, and no commitment shall be made by a joint owner upon any request from a private party or governmental agency for replacement of a pole until all joint owners have mutually agreed as to the conditions applicable. Otherwise, for construction started without notification, the Member initiating the work will be responsible for all construction costs incurred by other joint owners.

When all owners have agreed as to the basis of settlement and have received authority from such private party or governmental agency to proceed with the work, one of the owners shall replace the pole and sell interest in the new pole to each Member concerned. Each Member shall receive salvage, if applicable, and pay pulling and transportation. Each Member shall transfer its facilities, and upon completion of the work, each Member, as it may have elected to charge for cost of its work, shall bill the said party for its share of the net cost of replacement.

7.11 Replacement of Pole for Mutual Benefit of All Joint Owners

Member replacing pole for mutual benefit shall sell interest in new pole to other Members concerned. Each Member shall transfer at own expense, receive salvage, if applicable, and pay pulling and transportation.

Mutual benefit shall be understood to apply under this section as follows:

- (a) Pole 25 years old or more

- (b) Pole less than 25 years old, but rendered unfit for service by any cause not the fault of a joint owner including existing overloaded poles
- (c) Pole requiring relocation for the benefit of all Members concerned
- (d) Pole identified in an authorized maintenance inspection program as unfit for service
- (e) Pole requiring replacement for clearing of discovered existing General Order 95 infractions not the fault of any joint owner.

(f) Pole replaced prior to Form 2 and Form 48. Form 2 must be noted that this is a priority pole and include pole loading. Section 7.13 applies only if Form 2 is not issued within 45 days. (Priority pole)

For poles that are more than 25 years old, this section applies only to Members having more than 20 consecutive years of Joint Pole Committee membership.

For those Members with less than 20 consecutive years of Joint Pole Committee membership, which initiates the replacement of poles under the provisions of (a) above, Section 7.3 shall apply.

This rule shall also apply where owner failed to issue Notice of Intention for pole and incoming Member desires its replacement within three years, beginning with January 1 following date of its installation. If pole has been installed longer than the three-year period specified and is not more than 25 years old, the replacement shall be in accordance with rule of the Routine relating to Section 7.3.

7.12 Unused

7.13 Failure to Issue Notice of Intention of Replacement.

If any member replaces pole(s) or anchors (s) prior to issuing a Notice of Intention to the joint owners on record, that member will perform work (without compensation) or:

- pay all PTD charges
- pay all transfer charges of the joint owner(s)
- pay for any additional authorized costs incurred due to the pole replacement

For exceptions for replacing poles prior to JPA see Sections 7.6A, 7.6B and 7.11(f).

This section will not apply to pole replacements agreed to for emergencies, priority poles or storm conditions. For these replacements, use section

7.11. For plant damage replacements refer to section 7.6 (Revised July 2014, January 2012).

7.14 Replacement of Wood Pole with Other than Wood Pole.

Member replacing wood pole with other than wood pole for mutual benefit, shall sell interest in new pole to other Members concerned. Each member shall transfer at own expense, receive salvage, and pay pulling and transportation.

Mutual benefit shall be understood to apply under this section as follows:

- (a) Pole 25 years old or more
- (b) Pole less than 25 years old, but rendered unfit for service by any cause not the fault of a joint owner including existing overloaded poles.
- (c) Pole requiring relocation for the benefit of all Members concerned
- (d) Pole identified in authorized maintenance inspection program as unfit for service
- (e) Pole requiring replacement for clearing of discovered existing General Order 95 infractions not the fault of any joint owner

For poles that are more than 25 years old, this section applies only to Members having more than 20 consecutive years of Joint Pole Committee membership.

For those Members with less than 20 consecutive years of Joint Pole Committee membership, which initiates the replacement of poles under the provisions of (a) above, Section 7.3 shall apply.

This rule shall also apply where owner failed to issue Notice of Intention for pole and incoming Member desires its replacement within three years, beginning with January 1 following date of its installation. If pole has been installed longer than the three-year period specified and is not more than 25 years old, the replacement shall be in accordance with rule of the Routine relating to Section 7.3.

Section 1.2 required for Engineered Steel Poles.

Note: The setting member will PTD other than wood poles.

(Revised January 2011).

20.4 Joint Pole Authorization Abbreviations

Additional.....	add'l
Anchor.....	anc
Anchor/arm removed*	AR
Anchor/arm transferred*	AT
Antenna.....	ANT
Authorized cost.....	ac
Bottom inside position	bip
Bottom outside position.....	bop
Bottom middle position.....	bmp
Cable arm.....	ca
Cable extension arm.....	cea
Clearance attachment (section 9.0).....	CLR
Communication.....	C
Cross arm.....	xarm
Dispose*	D
Down guy.....	dng
Each.....	ea
Entire Interest.....	ent or ent int
Footage cut*.....	C (xx')
Free attachment (section 11.0).....	FA
Ground line circumference.....	GLC
Guard arm.....	ga
Kilovoltage.....	KV
Low voltage.....	L
Lower (top)*	L
Lower.....	lwr
Microcell.....	mc
No cost/charge.....	nc
Overhead guy.....	ohg
Pipe brace.....	PBR
Place.....	pl
Pole top extension.....	ptx
Pole to pole guy.....	ppg
Power communication.....	p-comm
Pull*.....	P
Pull butt*.....	PB
Relinquish.....	relinq
Remove.....	rmv
Replace.....	repl
Safety Clearance zone*.....	SCZ
Salvage*.....	S
Section.....	sec
Should be.....	s/b
Shown as.....	s/a
Temporary attachment.....	TEMP
Tenant*.....	Tn or T
Top inside middle position.....	timp
Top inside position.....	tip
Top outside position.....	top
Top middle position.....	tmp
Top outside middle position.....	tomp
Transfer.....	tfr
Transport*.....	T
With.....	w/

Note: ~~The last eleven (11)~~ Starred* abbreviations are also listed in the lower left hand corner of the Authorization for Joint Pole Transaction (J.P. Form 2-1) (Will vote in Nov. Effective 2016)

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
279 E. Arrow Hwy., Suite 104
San Dimas, CA 91773
Phone (909) 599-3801

September 15th, 2015

A meeting of the Routine Revision Committee took place on the above date, at 1:00 p.m. at the Committee office. Those in attendance were:

Ms. Jessica Pearson	Southern California Edison
Ms. April Debarge	Southern California Edison
Mr. Wayne Brown	Southern California Edison
Mr. Larry Chow	Southern California Edison
Mr. Joe Serrato	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Scott Hunter	City of Los Angeles
Mr. Steve Brown	City of Los Angeles
Mr. Josh Mathisen	AT&T California
Mr. William Kearns	Verizon Ca, MCI / COMM / Metro
Mr. Kevin Moy	Verizon Ca, MCI / COMM / Metro
Ms. Sarah Valdez	Mobilitie LLC
Mr. Eric Little	Mobilitie LLC
Ms. Angela Pranata	SCJPC Staff
Mr. Ryan Jones	SCJPC Staff

Those attending via teleconference were:

Ms. Lupe Hernandez	Teleport Communications America
Ms. Lynn Prescott	Verizon Wireless
Ms. Yvonne Johnson	AT&T Mobility
Ms. Maria Ortiz	XO Communication
Ms. Alicia Smith	Sprint/Nextel Sprint Communications
Mr. Earl Carrion	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Kay Black	AT&T California

Ms. Hernandez opened the meeting by inquiring if there were any questions or concerns regarding the previous meetings minutes. There were none at the time.

The second item on the agenda was **Interpretation of Routine Handbook**. Ms. Hernandez stated this is a standing agenda item and is to be discussed at every meeting. Ms. Pearson reported that there has not been much of a change in the status of the foreign JPA list. The members agreed to table this until the next Routine Handbook meeting.

The third item on the agenda was **Item 1574: Review of Section 18.1**. Ms. Hernandez reopened discussion on section 18.7 by reminding members that they were to review the sections that require a Form 48 and notate that a Form 48 is required per the section. Ms. Hernandez

queried the members to find out how they would like to handle notating in each section whether or not a Form 48 is required. Mr. Chow stated a car-hit pole is an after the fact JPA. He continued, stating it would be nonsensical to make a Form 48 a requirement for sections 7.6 (A&B). Ms. Hernandez reminded members that it was agreed a Form 48 was not required for section 5.1(C). After discussion, the members agreed to continue reviewing the Routine Handbook sections to see when a Form 48 should be required.

Ms. Hernandez reported section 5.1(C) was approved by the Administrative Board.

Ms. Hernandez reopened discussion on sections 18.1(D,E&F) by reporting section 18.1D was ready for voting but there was a difference of opinion on how emergency and priority poles are defined and handled. Mr. Kearns stated he would discuss the issues Verizon had with the verbiage with Mr. Aleman and try to come to agreeable language by all parties. Mr. Chow reminded members that Verizon had an issue with the 72 hour priority pole replacement citing Verizon wanting some type of a timeframe to review the JPA. Mr. Chow stated priority 1 poles are typically replaced within 24 hours leaving no time for Verizon to review the JPA. Ms. Hernandez stated it would be difficult to find one way to define a priority pole when the CPUC mandates each entity have its own criteria as to what their definition of a priority pole is. After discussion, the members agreed to table this discussion for the next Routine Revision meeting.

Ms. Hernandez reopened discussion on timeframes for section 18.1(F) by reminding members that Mr. Chow was of the belief that the timeframes were not working. She continued, inquiring if Edison was looking into a different process or creating verbiage to clarify current timeframes. Ms. Hernandez stated members do not want to type final JPAs on behalf of another member because of how time consuming it is. Mr. Chow believes that the changes Edison proposed to section 4 could help but would create issues in other areas of the JPA process such as when would pole loading need to be completed, is it a records only JPA and so on. He continued, Edison would be willing to final bill any outstanding JPAs as long as a Form 48 was not required. Mr. Serrato suggested that a Form 48 should not be required for JPAs older than 5 years. He continued, stating the lack of a Form 48 is usually the reason preventing older JPAs from being final billed as soon as possible. Mr. Serrato inquired if the 45 day could be waived allowing the initiating member to final bill the JPA. Ms. Hernandez stated that the 45 day timeframe could be waived if agreed by all members involved and notated on the JPA “45 days waived per agreement”. Mr. Chow inquired if a member is purchasing space why is a Form 48 needed. He also stated a member purchases interest section 4.0 to own space. He continued, stating many members own space on a pole and are not attached. Ms. Hernandez stated most of the purchases of interest JPAs are also rearranging facilities. Mr. Chow stated members can purchase space do not have to attach. Mr. Chow agreed with Ms. Hernandez thinking of rearrangements causing a problem but noted Edison does not see a large percentage of incoming JPAs with rearrangements. Mr. Chow suggested a timeframe be implemented on the Form 48 when purchasing interest indicating after XX days the JPA will be final billed whether or not construction has been completed. Ms. Hernandez inquired how pole loading would be calculated if an incoming member did not know an owner was not attached. Mr. Chow stated G.O. 95 dictates pole loading is to be provided at the time construction is done. Mr. Hunter stated even though a member is an owner of record, capacity on a pole cannot be reserved for them. He continued, stating it is unfair to the attached members to state they cannot add facilities to a pole with the available space because a member is planning to attach. Mr. Hunter stated if the

capacity was available at the time of purchase but not at the time of construction it would be the attaching member's responsibility to replace the pole in question with one of a higher capacity. After discussion, the members agreed to table discussion for the next Routine Revision meeting.

Mr. Hunter reported that Department of Water and Power is still using the Form 49. The members agreed to leave Section 18.8 as-is.

The fourth item on the agenda was **Item 1585: SCE Customer Release Form**. Mr. Chow reported that the Customer Release Form was still being internally discussed and requested that this item be tabled for the next Routine Revision meeting.

The fifth item on the agenda was **Item 1587: Review of Section 7.6, 7.11, &7.13**. Ms. Hernandez reminded members these were changes from 2014. Ms. Pranata reminded the members that only the changes for 7.6(A) were agreed upon. Ms. Hernandez stated there was an issue with the 180 day timeframe for 7.6(B). Mr. Kearns stated he would discuss the issues that Verizon had internally and discuss a solution at the next Routine Revision meeting. The members agreed to table discussions.

Mr. Kearns requested the Members table discussion on the proposed verbiage for section 7.12 until the next Routine Revision meeting.

The sixth item on the agenda was **Item 1595: Section 5.1(A) Update**. Ms. Pranata reported that this item was approved in the Administrative Board meeting. The members agreed to close this item.

The seventh item on the agenda was **Item 1597: Review of Routine Handbook Examples**. Ms. Hernandez stated this is a standing agenda item and to be discussed at every meeting until the end of the year. Ms. Hernandez inquired if there were any examples the needed clarification or needed to be discussed. There were none.

The eighth item on the agenda was **Item 1600: Replacement of Pole with Wireless Antenna**. Ms. Hernandez reminded members that Mr. Chow suggested a section and verbiage be created for replacement of poles with wireless antenna in section 7.15 (see attached). After discussion, the member agreed to add this to the Discussion Calendar.

Lastly, Ms. Hernandez inquired if the members had any **miscellaneous items**.

Ms. Hernandez stated section 20.4 will be ongoing until approved in November 2015 effective January 2016.

Review of Action items/JPA Alerts.

- Mr. Kearns to talk to Mr. Aleman regarding sections 7.6(B) and 7.12

Routine Revision – September 15, 2015

- Mr. Chow to look into the 180 day timeframe for 7.6(B)
- Members to review each section to see when a Form 48 is needed

The Meeting adjourned at 2:15 .m. until October 20, 2015.

Ryan Jones, Committee Staff

18.7 Form 48 - Notice of Work Completed

This form is used to notify other owners that work has been completed and shall be issued within 30 days of construction complete in order to expedite any remaining joint pole work by other Members, supplementing verbal or other instructions. It may also be used to make changes in a Preliminary Joint Pole Authorization relating to the pulling routine, the topping of poles, and hand dig.

Where no construction was performed (records only, i.e. 5.1C) a form 48 does not need to be issued. The JPA may bill 45 days from the JPA date sent.(08/05/2015)

For all other changes a Form 7 should be utilized and sent with a Form 48. If Form 48 is not issued within 30 days, 18.1F may apply. (Revised ~~January 2015~~ July 2015)

ADMINISTRATIVE BOARD MINUTES AUGUST 19, 2015

DISCUSSION CALENDAR:

Section 18.1-D

It was agreed to discuss the revisions to this section. The members reviewed the changes versus the current language in this section. The notation, "Section 18 Clarification" will be deleted.

Mr. Hunter questioned the need of the handbook published in column form as opposed to continuous text? He added it seems problematic when trying to follow and/or review the sections from page to page. The proposed changes will remain with the exception of the above mentioned deletion for approval. This section is ready for Board approval with Sections 18.1-E and F when they are finalized, as a group vote.

Section 18.1-E

The members reviewed and discussed this section. The members extensively discussed 18.1-E (a). They discussed the response time and the identification of an emergency. Mr. Chow stated that all members should have the ability to identify what constitutes an emergency applicable to this section. Members shared how their respective organizations handle weekend emergencies and several emergency scenarios. Ms. Hernandez questioned if the 24 hour response time was acceptable, or should the time be increased. Mr. Hunter responded that the time has never been an issue with DWP.

The consensus is that further committee discussion is required for the time frame for emergency replacement prior to bringing this section to the Board for approval.

At the prior Board meeting it was suggested that the last paragraph in this section referencing the 24 month extension and/or cancellation should be clarified. The members discussed this section and the consensus is that this paragraph requires reviewing by the ad hoc committee with the objective of rewording it for clarification. Therefore, Section 18.1-E is not ready for Board approval at this time.

Section 18.1-F

The members reviewed the bullet points of this section describing the process taken when an initiating member fails to final a JPA. Ms. Hernandez stated it is not the wish of a participating member to final bill a JPA for the initiating member; however if needed a participating member may exercise this option. Mr. Chow stated that in the time that Edison has been notifying members of their intent to final bill, and the initiating members reply that they will final; after research by Edison, the final billing does not transpire in many instances. Ms. Hernandez responded that additional verbiage is required to this section in regards to time frames. Ms. Pranata

added that in many instances the delay may be due to an error in the JPA, discovered by the JPC staff, thus requiring the JPA to be returned to the initiating member for correction.

The consensus is to return this section to the ad hoc committee be further discussed with the objective of creating greater efficiency, communication, and expediting the process and/or additional time frame. Therefore, Section 18.1-F is not ready for Board approval at this time.

Any changes desired prior to approval of Form 2 Preliminary Joint Pole Authorization by the receiving Member shall be made by means of the following procedure:

(A) Receiving Member:

- (1) Make desired change
- (2) Sign amended form
- (3) Return copy to issuing Member

(B) Issuing Member:

- (1) If change is acceptable:
 - (a) No additional actions take place. Process form in normal manner
- (2) If change is unacceptable:
 - (a) Communicate with receiving Member(s) representative(s) to resolve differences by either issuing Form 7 or revising the JPA.
 - (b) If subsequent changes occur, refer to the standard procedure for Form 7 usage. (See Section 18.4)
 - (c) Until differences are resolved, issue the Form 7 to all participating Member(s), CC to SCJPC, not to process JPA Final Bill.
 - (d) Any member may request a resolution meeting with the Administrative Board by issuing the Form 7 to all participating Member(s), CC to SCJPC. (Revised April 2012)

(3) Multi-Party JPAs:

The initiator of a multi-party JPA will be responsible for notifying all involved parties of any changes made to that JPA prior to final approval.

An acceptable method for the initiating member to notify all involved parties of any changes made to a JPA includes sending a Form 7 indicating "See Changes" with a copy of the marked-up Form 2 Preliminary JPAs as an attachment. (Revised January 2011).

18.1-C Changes After Approval

Any changes desired after the Form 2 Preliminary Joint Pole Authorization approval shall be made by means of one of the following:

- A) Form 7 (refer to Sec 18.4 and Example 4) shall be used for the following:
 - Correct Joint Pole Authorization number

- Correct or add Accounting Data
- Correct pole number
- Delete pole(s)
- Correct Pole length
- Correct Year set
- Correct Pole treatment (except a change from wood to alternative pole type, refer to Section 15.7)
- Circuit correction
- Correct grade and space
- Correct, add or delete authorized costs
- Correct, add or delete Section number
- Change pulling routine
- Delete owner
- Correct pole location and/or community
- Correct, add or delete tenant
- Correct, add or delete anchors, guys or arms
- Correct pole class

B) A revised Form 2 shall be used for the following:

- Add owner(s)
- Add pole(s)
- Change from wood to alternative pole type (refer to Section 15.7)
- Change in scope of work (i.e. changes causing receiving member to reengineer and/or refield.

Same Joint Pole Authorization number may be used with a revision identifier (i.e. JPA12345 Rev 1, JPA12345 RO1, JPA12345 Rev) and new date sent or the JPA may be canceled with a Form 7 and a new JPA issued.

C) Form 2 Supplement for information or transactions omitted from the original FINAL Joint Pole Authorization. Same Joint Pole Authorization number should be used with a supplement identifier (i.e. **JPA12345SUP1**, **JPA12345S01**, **JPA12345SUPPL**) JPC office will convert to SUP.

Form 48 can be used to make changes to the JPA per Section 18.7. (Revised June 2013)

18.1-D Time Limits Involving Form 2

Preliminary Joint Pole Authorization

The return of Form 2 Preliminary Joint Pole Authorization shall be within 45 days of date sent.

Automatic Approval - The Form 2 Preliminary Joint Pole Authorization will be considered approved when 45 days have elapsed from date sent of Form 2 Preliminary Joint Pole Authorization to other Member(s), and there is no written protest or request for review.

The Authorization may be finalized by the issuing Member when 45 days have elapsed from date sent of Form 48, indicating the work has been completed as previously approved.

- This section cannot be invoked with Section 1.2 Special Agreement.
- Effective January 1, 2006, Authorizations issued prior to January 1, 1995 will be billed under current billing practices.
- Under the terms of this section, all utilities shall type the date Form 48 sent on the bottom line of Location/Nature of Work Section of the Final Authorization.
- Note: Form 48 not required on work performed in accordance to sections 5.1C, and 19.5 (Revised June 2015).
- (Admin Board discussion 7/15/2015)

Section 18.1D Clarification.

18.1-E Time Limits Involving Construction and Other Miscellaneous Situations

(a) Emergency Replacements - Member replacing pole in an emergency must notify other owner(s) within 24 hours by telephone. This includes the emergency use of MOD/POLES. (See Sections 7.6 and 19.7)

(b) Free Attachment - Member maintaining free attachment must remove its facilities within 48 hours of telephone notification confirmed by Form 48. (See Sections 5.5 and 11.0)

(c) Maintenance Liability - Liability for maintenance extends 60 days from date sent of a Form 2 Preliminary Joint Pole Authorization involving a relinquishment, or from the date facilities were removed from pole. (See Section 19.0)

(d) Relinquishment/Abandonment of Interest - 60 days notice must be given to other owners when termination of ownership is intended. (See Section 5.1)

(e) Removal of pole or transfer of facilities must be completed within 60 days from date of Form 48. (See Section 5.0 & 7.0)

(f) After the final billing has been processed, all liability is assumed by remaining Member(s). (See Section 5.0 & 7.0)

(g) Temporary attachments allow for facilities of another Member to remain on a pole for a period of time, which is less than one year. (See Section 14.6)

Construction Start Date/Cancellation - The time limit for starting joint pole construction shown on a Form 2 Preliminary Joint Pole Authorization shall be 18 months from date issued. At the expiration of this time period, the following procedure should be followed:

If construction has not been started:

- Form 7 shall be sent by any member involved to request extension, which requires mutual agreement in writing, or to cancel.
- If construction has not been started and JPA time limit exceeds 24 months, explanation is required for extension. If no response, the JPA will be cancelled on the initiator's behalf. (Admin Board discussion 7/15/2015)
-

18.1F Failure to Final JPA

If the issuing utility fails to adhere to the time limits, as specified in Sections 18.1D and 18.1E, any member who is party to that JPA may issue the Form 48 and/or final JPA. The following procedure is required:

- A Form 7 shall be sent to all members involved notifying of the intent to final bill (see item 14A of Authorized Cost).
- If no response after 15 days of Form 7, member may proceed with finalizing the JPA.
- If there are multiple JPA's involved, a spreadsheet may be sent and the 15 day response requirement may be waived upon agreement.
- Where a Form 48 is required, a field trip may be made to verify that construction is complete (see item 14B of Authorized Cost).
- If construction is complete, a Form 48 shall be sent to all members involved.
- The issuing party will pay the full administrative costs and/or field visit cost to the member submitting the final as defined in Authorized Costs item 14A and/or 14B. (Revised July 2007).

- ~~The JPC Office shall final bill the first billable final received, either from the initiating member or the member wishing to final per 18.1F.(Admin Board discussion 7/15/2015)~~

18.1-D Time Limits Involving Form 2 Preliminary Joint Pole Authorization

~~The return of Form 2 Preliminary Joint Pole Authorization shall be within 45 days of date sent.~~

~~Automatic Approval – The Form 2 Preliminary Joint Pole Authorization will be considered approved when 45 days have elapsed from date sent of Form 2 Preliminary Joint Pole Authorization to other Member(s), and there is no written protest or request for review.~~

~~The Authorization may be finalized by the issuing Member when 45 days have elapsed from date sent of Form 48, indicating the work has been completed as previously approved.~~

- ~~This section cannot be invoked with Section 1.2 Special Agreement.~~
- ~~Effective January 1, 2006, Authorizations issued prior to January 1, 1995 will be billed under current billing practices.~~
- ~~Under the terms of this section, all utilities shall type the date Form 48 sent on the bottom line of Location/Nature of Work Section of the Final Authorization.~~
- ~~Note: Form 48 not required on work performed in accordance to all of section 4, sections 5.1C, and 19.5 (Revised June 2015).~~

~~Construction Start Date/Cancellation – The time limit for starting joint pole construction shown on a Form 2 Preliminary Joint Pole Authorization shall be 18 months from date issued. At the expiration of this time period, the following procedure should be followed:~~

~~If construction has not been started:~~

- ~~Form 7 shall be sent by any member involved to request extension, which requires mutual agreement in writing, or to cancel.~~
- ~~If construction has not been started and JPA time limit exceeds 24 months, supporting documentation is required for extension.~~

~~-If construction has been completed, refer to Section 18.1F.~~

~~Section 18.1D Clarification:~~

18.1-E Time Limits Involving

Construction and Other Miscellaneous Situations

- ~~(a) Emergency Replacements – Member replacing pole in an emergency must notify other owner(s) within 24 hours by telephone. This includes the emergency use of MOD/POLES. (See Sections 7.6 and 19.7)~~
- ~~(b) Free Attachment – Member maintaining free attachment must remove its facilities within 48 hours of telephone notification confirmed by Form 48. (See Sections 5.5 and 11.0)~~
- ~~(c) Maintenance Liability – Liability for maintenance extends 60 days from date sent of a Form 2 Preliminary Joint Pole Authorization involving a relinquishment, or from the date facilities were removed from pole. (See Section 19.0)~~
- ~~(d) Relinquishment/Abandonment of Interest – 60 days notice must be given to other owners when termination of ownership is intended. (See Section 5.1)~~
- ~~(e) Removal of pole or transfer of facilities must be completed within 60 days from date of Form 48. (See Section 5.0 & 7.0)~~
- ~~(f) After the final billing has been processed, all liability is assumed by remaining Member(s). (See Section 5.0 & 7.0)~~
- ~~(g) Temporary attachments allow for facilities of another Member to remain on a pole for a period of time, which is less than one year. (See Section 14.6)~~

~~Construction Start Date/Cancellation – The time limit for starting joint pole construction shown on a Form 2 Preliminary Joint Pole Authorization shall be 18 months from date issued. At the expiration of this time period, the following procedure should be followed:~~

~~If construction has not been started:~~

- ~~Form 7 shall be sent by any member involved to request extension, which requires mutual agreement in writing, or to cancel.~~
- ~~If construction has not been started and JPA time limit exceeds 24 months, supporting documentation is required for extension.~~

18.1F Failure to Final JPA

~~If the issuing utility fails to adhere to the time limits, as specified in Sections 18.1D and 18.1E, any member who is party to that JPA may issue the Form 48 and/or final JPA. The following procedure is required:~~

- ~~• A Form 7 shall be sent to all members involved notifying of the intent to final bill (see item 14A of Authorized Cost).~~
- ~~• If no response after 15 days of Form 7, member may proceed with finalizing the JPA.~~
- ~~• If there are multiple JPA's involved, a spreadsheet may be sent and the 15 day response requirement may be waived upon agreement.~~
- ~~• Where a Form 48 is required, a field trip may be made to verify that construction is complete (see item 14B of Authorized Cost).~~
- ~~• If construction is complete, a Form 48 shall be sent to all members involved.~~
- ~~• The issuing party will pay the full administrative costs and/or field visit cost to the member submitting the final as defined in Authorized Costs item 14A and/or 14B. (Revised July 2007).~~
- ~~• The JPC Office shall final bill the first billable final received, either from the initiating member or the member wishing to final per 18.1F.~~

18.2 Form 2 Final - Initiation

The Member initiating transaction shall transmit one copy of this form, which shall be an original Southern California Joint Pole Committee authorized typed or electronic document, to Joint Pole Committee, specifying work as completed under approved Form 2 Preliminary Joint Pole Authorization not less than 45 and no more than 90 calendar days after sending the completed Form 48. After 90 days 18.1F may apply. Exception section 7.6 can be final billed less than 45 days (Revised January 2012).

All data essential to complete the record must be specified, including Member accounting data, voltage and space shown on Preliminary Joint Pole Authorization.

NOTE: If the above information cannot be obtained by the issuing Member, the Committee office is authorized to obtain said information from the non-issuing Member.

Transfer, Installation, equipment, and other authorized costs must be shown by item number and number of items.

The date sent on the Form 2 Final will always be the same as the date sent on the Form 2 Preliminary Joint Pole Authorization. (Revised July 2009)

18.3 Form 2 Final - Completion

Copies of Form 2 Finals are distributed by the Joint Pole Committee office. Any discrepancies noted by the Committee on Form 2 Final will cause this form to be returned for correction. When form 2 Final

has been issued, the Committee is authorized to proceed with the preparation of pole record and Bills of Sale.

18.4 Form 7 - J/P Memorandum

This form is for use in effecting changes to issued Form 2 Preliminary Joint Pole Authorization by agreement.

When changes in an authorization are proposed, the Member receiving the Form 7 must return same within 15 days.

The memo must indicate the Members to whom the copies are directed.

For use in protest procedures see Section 18.1-B (2) (c) & (d).

18.5 Pole Record

The pole record is prepared by the Committee office in accordance with Form 2 Final. A pole record shall be maintained for each pole as long as it continues to be used as a jointly owned pole.

The complete pole record shall include the following:

- Pole number
- Location
- Length
- Year set
- Treatment (T, FT, G, CF, LWS or AT)
- Members involved
- Space & grade allocation
- Tenant grade
- Joint anchors
- Joint arms
- Bill of Sale date
- Amount paid for interest in pole or equipment
- Nature of maintenance work or other operation involved
- Joint Pole Authorization number

All subsequent transactions occurring on pole during its use as a jointly owned pole shall be recorded in chronological order and, as each transaction is affected, superseding records shall be prepared by the Committee office and furnished to the Members. The records should be checked by all Members promptly when received, and the Committee office should be advised without delay if any changes are necessary.

Records will be kept of:

- Clearance attachments where interset poles are involved
- Temporary attachment(s)
- Pole top extensions (PTX)
- Free attachments
- Any cases where the Members concerned may request record of specific transactions

20.4 Joint Pole Authorization Abbreviations

Additional.....	add'l
Anchor.....	anc
Anchor/arm removed*	AR
Anchor/arm transferred*	AT
Antenna.....	ANT
Authorized cost.....	ac
Bottom inside position	bip
Bottom outside position.....	bop
Bottom middle position.....	bmp
Cable arm.....	ca
Cable extension arm.....	cea
Clearance attachment (section 9.0).....	CLR
Communication.....	C
Cross arm.....	xarm
Dispose*	D
Down guy.....	dng
Each.....	ea
Entire Interest.....	ent or ent int
Footage cut*.....	C (xx')
Free attachment (section 11.0).....	FA
Ground line circumference.....	GLC
Guard arm.....	ga
Kilovoltage.....	KV
Low voltage.....	L
Lower (top)*	L
Lower.....	lwr
Microcell.....	mc
No cost/charge.....	nc
Overhead guy.....	ohg
Pipe brace.....	PBR
Place.....	pl
Pole top extension.....	ptx
Pole to pole guy.....	ppg
Power communication.....	p-comm
Pull*.....	P
Pull butt*.....	PB
Relinquish.....	relinq
Remove.....	rmv
Replace.....	repl
Safety Clearance zone*.....	SCZ
Salvage*.....	S
Section.....	sec
Should be.....	s/b
Shown as.....	s/a
Temporary attachment.....	TEMP
Tenant*.....	Tn or T
Top inside middle position.....	timp
Top inside position.....	tip
Top outside position.....	top
Top middle position.....	tmp
Top outside middle position.....	tomp
Transfer.....	tfr
Transport*.....	T
With.....	w/

Note: ~~The last eleven (11)~~ Starred* abbreviations are also listed in the lower left hand corner of the Authorization for Joint Pole Transaction (J.P. Form 2-1) (Will vote in Nov. Effective 2016)

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
279 E. Arrow Hwy., Suite 104
San Dimas, CA 91773
Phone (909) 599-3801

October 20th, 2015

A meeting of the Routine Revision Committee took place on the above date, at 1:30 p.m. at the Committee office. Those in attendance were:

Ms. Lupe Hernandez	Teleport Communications America
Ms. Jessica Pearson	Southern California Edison
Ms. April Debarge	Southern California Edison
Mr. Wayne Brown	Southern California Edison
Mr. Larry Chow	Southern California Edison
Mr. Joe Serrato	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Scott Hunter	City of Los Angeles
Mr. Steve Brown	City of Los Angeles
Mr. Josh Mathisen	AT&T California
Mr. William Kearns	Verizon Ca, MCI / COMM / Metro
Ms. Lynn Prescott	Verizon Wireless
Ms. Yvonne Johnson	AT&T Mobility
Ms. Maria Ortiz	XO Communication
Ms. Shawn Henderson	T-Mobile USA
Mr. Sergio Tarta	Exenet Systems
Ms. Angela Pranata	SCJPC Staff
Mr. Ryan Jones	SCJPC Staff

Those attending via teleconference were:

Ms. Alicia Smith	Sprint/Nextel Sprint Communications
Mr. Earl Carrion	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Kay Black	AT&T California

Ms. Hernandez opened the meeting by inquiring if there were any questions or concerns regarding the previous meetings minutes. There were none at the time.

The second item on the agenda was **Interpretation of Routine Handbook**. Ms. Hernandez stated this is a standing agenda item and is to be discussed at every meeting. Ms. Pearson reported that members were still working to complete foreign the JPA list. The members agreed to table this until the next Routine Handbook meeting.

The third item on the agenda was **Item 1574: Review of Section 18.1**. Ms. Hernandez reopened discussion on section 18.7 by reminding members that they were to review the sections that require a Form 48 and notate that a Form 48 is required per the section. The members agreed to review the sections in the meeting to discern which sections would need a Form 48.

Ms. Hernandez inquired if a Form 48 is required if a non-attached owner was relinquishing interest. After review, the members agreed that a Form 48 is required for all sections except 4.1, 5.1(C), and section 13. The members also agreed that all other sections require a Form 48 but the 45 day timeframe can be waived with an agreement by all members. Mr. Chow stated with all the new verbiage created for the Routine Handbook it is incumbent upon all the members to internally discuss potential changes in their process to accommodate changes in the Routine Handbook. After discussion, the members agreed to continue reviewing the Routine Handbook sections to see when a Form 48 should be required.

Ms. Hernandez reopened discussion on sections 18.1(D,E&F) by reporting section 18.1D was ready for voting but there was a difference of opinion on how emergency and priority poles are defined and handled. She continued, stating the members could not move forward with updating the verbiage for section 18.1(E&F) until the members could agree on the definition of a priority 1 pole. After discussion, the members agreed to table this discussion for the next Routine Revision meeting.

Ms. Hernandez reopened discussion on timeframes for section 18.1(F) by reminding members that this item was on hold until Verizon approved the proposed timeframes. The members agree to table this topic until the next Routine Revision meeting.

The fourth item on the agenda was **Item 1585: SCE Customer Release Form**. Mr. Chow reported that the Customer Release Form was still being internally discussed and requested that this item be tabled for the next Routine Revision meeting.

The fifth item on the agenda was **Item 1587: Review of Section 7.6, 7.11, &7.13**. Ms. Hernandez reminded members these were changes from 2014. Ms. Pranata reminded the members that only the changes for 7.6(A) were agreed upon. Mr. Kearns stated Verizon believes 7.6(B) would work as proposed except what if the facilities can be removed or rearranged resulting in bringing the pole into compliance. Mr. Chow stated when a priority pole is identified it goes the system notifying the district manager there a priority pole is in the field. He continued, stating the district's manager has 24 hours to respond the notification email with 1 of 2 answers. Either the pole will be replaced within 72 hours or the pole would be brought into remediation within 24 hours. Mr. Kearns stated Verizon does not agree with the proposed 180 day timeframe associated with 7.6(B). Ms. Hernandez explained the thinking behind the 180 day time frame was normally section 7.6(B) involves a large amount of poles and to expect a power utility to send out JPAs within 40-60 days is unreasonable. She continued, stating everyone is aware of the disaster and 180 days should be enough time to get JPAs submitted. Ms. Hernandez stated if the 180 day timeframe was exceeded without a valid reason section 7.13 would apply. Ms. Black suggested the verbiage be corrected to state the Form 48 "must be" in place of "can be" included with the JPA for 7.6(B). She continued citing the possibility of a power utility leaving a LTD for a communication member. The members agreed to update the verbiage to include "Form 48 required by all members involved" (see attached). After discussion, the members agreed to table this item until the next Routine Revision meeting.

Mr. Kearns reopened discussion on 7.12 by reviewing the proposed verbiage created by Mr. Aleman (see attached). Mr. Chow stated because the poles are being replaced within 72 hours, the pole gets put into the system and completely bypass the planning phase. He

continued, explaining that with 7.6(A) poles the person who makes the phone call or email is employee working damage in the Field Accounting Department. Mr. Chow stated there is no one in place to contact members when replacing a priority 1 pole. After discussion Mr. Kearns stated he would go back and discuss the definition of a priority pole is with Mr. Aleman based on the discussion that took place with the power companies. The members agree to table discussion for the next Routine Revision meeting.

The sixth item on the agenda was **Item 1597: Review of Routine Handbook Examples.** Ms. Hernandez stated this is a standing agenda item and to be discussed at every meeting until the end of the year. Ms. Hernandez inquired if there were any examples the needed clarification or needed to be discussed. There were none.

The eighth item on the agenda was **Item 1600: Replacement of Pole with Wireless Antenna.** Ms. Hernandez reminded members that this item is on the consent calendar to be voted on.

Lastly, Ms. Hernandez inquired if the members had any **miscellaneous items.**

Mr. Wayne Brown reported that Edison is not receiving a Form 48 for work completed. Ms. Hernandez stated she would remind members to issue a Form 48 for completed work at the Administrative Board meeting.

Mr. Wayne stated members are requesting copies of old JPAs and Form 48s from Edison to create work orders. He continued, stating a copy of the JPA and or Form 48 cannot be produced because the work is completed and the member was notified via the JPA and the Form 48. Ms. Black stated that this was a training issue and requested that Mr. Wayne Brown notify her of the individuals still requesting this information. She continued, suggesting JPAs be uploaded into Sharefile so any member in need of an older JPA could have access to the documents. Ms. Hernandez stated the JPC staff keeps all JPAs as off 2003 and are available upon request. Ms. Pranata stated that some members were of the opinion that a member could only request a copy of a JPA if there were an owner of record on the requested JPA. The members agreed to table this issue for further discussion.

Mr. Brown reported that Department of Water and Power is not receiving Form 9s for riser placement. He continued stating a lot of the risers that are being place are on poles scheduled to be replaced. Ms. Hernandez stated she would remind members to submit Form 9s when placing risers at the Administrative Board meeting.

Ms. Hernandez stated section 20.4 will be ongoing until approved in November 2015 effective January 2016.

Review of Action items/JPA Alerts.

- Mr. Kearns to talk to Mr. Aleman regarding sections 7.6(B) and 7.12
- Mr. Chow to check on Edison Customer Release Form
- Ms. Hernandez to remind members about Form 48

The Meeting adjourned at 2:45 p.m. until November 17, 2015.

Ryan Jones, Committee Staff

18.7 Form 48 - Notice of Work Completed

This form is used to notify other owners that work has been completed and shall be issued within 30 days of construction complete in order to expedite any remaining joint pole work by other Members, supplementing verbal or other instructions. It may also be used to make changes in a Preliminary Joint Pole Authorization relating to the pulling routine, the topping of poles, and hand dig.

Where no construction was performed (records only, i.e. 5.1C) a form 48 does not need to be issued. The JPA may bill 45 days from the JPA date sent.(08/05/2015)

For all other changes a Form 7 should be utilized and sent with a Form 48. If Form 48 is not issued within 30 days, 18.1F may apply. (Revised ~~January 2015~~ July 2015)

Any changes desired prior to approval of Form 2 Preliminary Joint Pole Authorization by the receiving Member shall be made by means of the following procedure:

(A) Receiving Member:

- (1) Make desired change
- (2) Sign amended form
- (3) Return copy to issuing Member

(B) Issuing Member:

- (1) If change is acceptable:
 - (a) No additional actions take place. Process form in normal manner
- (2) If change is unacceptable:
 - (a) Communicate with receiving Member(s) representative(s) to resolve differences by either issuing Form 7 or revising the JPA.
 - (b) If subsequent changes occur, refer to the standard procedure for Form 7 usage. (See Section 18.4)
 - (c) Until differences are resolved, issue the Form 7 to all participating Member(s), CC to SCJPC, not to process JPA Final Bill.
 - (d) Any member may request a resolution meeting with the Administrative Board by issuing the Form 7 to all participating Member(s), CC to SCJPC. (Revised April 2012)

(3) Multi-Party JPAs:

The initiator of a multi-party JPA will be responsible for notifying all involved parties of any changes made to that JPA prior to final approval.

An acceptable method for the initiating member to notify all involved parties of any changes made to a JPA includes sending a Form 7 indicating "See Changes" with a copy of the marked-up Form 2 Preliminary JPAs as an attachment. (Revised January 2011).

18.1-C Changes After Approval

Any changes desired after the Form 2 Preliminary Joint Pole Authorization approval shall be made by means of one of the following:

- A) Form 7 (refer to Sec 18.4 and Example 4) shall be used for the following:
 - Correct Joint Pole Authorization number

- Correct or add Accounting Data
- Correct pole number
- Delete pole(s)
- Correct Pole length
- Correct Year set
- Correct Pole treatment (except a change from wood to alternative pole type, refer to Section 15.7)
- Circuit correction
- Correct grade and space
- Correct, add or delete authorized costs
- Correct, add or delete Section number
- Change pulling routine
- Delete owner
- Correct pole location and/or community
- Correct, add or delete tenant
- Correct, add or delete anchors, guys or arms
- Correct pole class

B) A revised Form 2 shall be used for the following:

- Add owner(s)
- Add pole(s)
- Change from wood to alternative pole type (refer to Section 15.7)
- Change in scope of work (i.e. changes causing receiving member to reengineer and/or refield.

Same Joint Pole Authorization number may be used with a revision identifier (i.e. JPA12345 Rev 1, JPA12345 RO1, JPA12345 Rev) and new date sent or the JPA may be canceled with a Form 7 and a new JPA issued.

C) Form 2 Supplement for information or transactions omitted from the original FINAL Joint Pole Authorization. Same Joint Pole Authorization number should be used with a supplement identifier (i.e. **JPA12345SUP1**, **JPA12345S01**, **JPA12345SUPPL**) JPC office will convert to SUP.

Form 48 can be used to make changes to the JPA per Section 18.7. (Revised June 2013)

18.1-D Time Limits Involving Form 2

Preliminary Joint Pole Authorization

The return of Form 2 Preliminary Joint Pole Authorization shall be within 45 days of date sent.

Automatic Approval - The Form 2 Preliminary Joint Pole Authorization will be considered approved when 45 days have elapsed from date sent of Form 2 Preliminary Joint Pole Authorization to other Member(s), and there is no written protest or request for review.

The Authorization may be finalized by the issuing Member when 45 days have elapsed from date sent of Form 48, indicating the work has been completed as previously approved.

- This section cannot be invoked with Section 1.2 Special Agreement.
- Effective January 1, 2006, Authorizations issued prior to January 1, 1995 will be billed under current billing practices.
- Under the terms of this section, all utilities shall type the date Form 48 sent on the bottom line of Location/Nature of Work Section of the Final Authorization.
- Note: Form 48 not required on work performed in accordance to sections 5.1C, and 19.5 (Revised June 2015).
- (Admin Board discussion 7/15/2015)

Section 18.1D Clarification.

18.1-E Time Limits Involving Construction and Other Miscellaneous Situations

(a) Emergency Replacements - Member replacing pole in an emergency must notify other owner(s) within 24 hours by telephone. This includes the emergency use of MOD/POLES. (See Sections 7.6 and 19.7)

(b) Free Attachment - Member maintaining free attachment must remove its facilities within 48 hours of telephone notification confirmed by Form 48. (See Sections 5.5 and 11.0)

(c) Maintenance Liability - Liability for maintenance extends 60 days from date sent of a Form 2 Preliminary Joint Pole Authorization involving a relinquishment, or from the date facilities were removed from pole. (See Section 19.0)

(d) Relinquishment/Abandonment of Interest - 60 days notice must be given to other owners when termination of ownership is intended. (See Section 5.1)

(e) Removal of pole or transfer of facilities must be completed within 60 days from date of Form 48. (See Section 5.0 & 7.0)

(f) After the final billing has been processed, all liability is assumed by remaining Member(s). (See Section 5.0 & 7.0)

(g) Temporary attachments allow for facilities of another Member to remain on a pole for a period of time, which is less than one year. (See Section 14.6)

Construction Start Date/Cancellation - The time limit for starting joint pole construction shown on a Form 2 Preliminary Joint Pole Authorization shall be 18 months from date issued. At the expiration of this time period, the following procedure should be followed:

If construction has not been started:

- Form 7 shall be sent by any member involved to request extension, which requires mutual agreement in writing, or to cancel.
- If construction has not been started and JPA time limit exceeds 24 months, explanation is required for extension. If no response, the JPA will be cancelled on the initiator's behalf. (Admin Board discussion 7/15/2015)
-

18.1F Failure to Final JPA

If the issuing utility fails to adhere to the time limits, as specified in Sections 18.1D and 18.1E, any member who is party to that JPA may issue the Form 48 and/or final JPA. The following procedure is required:

- A Form 7 shall be sent to all members involved notifying of the intent to final bill (see item 14A of Authorized Cost).
- If no response after 15 days of Form 7, member may proceed with finalizing the JPA.
- If there are multiple JPA's involved, a spreadsheet may be sent and the 15 day response requirement may be waived upon agreement.
- Where a Form 48 is required, a field trip may be made to verify that construction is complete (see item 14B of Authorized Cost).
- If construction is complete, a Form 48 shall be sent to all members involved.
- The issuing party will pay the full administrative costs and/or field visit cost to the member submitting the final as defined in Authorized Costs item 14A and/or 14B. (Revised July 2007).

- ~~The JPC Office shall final bill the first billable final received, either from the initiating member or the member wishing to final per 18.1F.(Admin Board discussion 7/15/2015)~~

18.1-D Time Limits Involving Form 2 Preliminary Joint Pole Authorization

~~The return of Form 2 Preliminary Joint Pole Authorization shall be within 45 days of date sent.~~

~~Automatic Approval – The Form 2 Preliminary Joint Pole Authorization will be considered approved when 45 days have elapsed from date sent of Form 2 Preliminary Joint Pole Authorization to other Member(s), and there is no written protest or request for review.~~

~~The Authorization may be finalized by the issuing Member when 45 days have elapsed from date sent of Form 48, indicating the work has been completed as previously approved.~~

- ~~This section cannot be invoked with Section 1.2 Special Agreement.~~
- ~~Effective January 1, 2006, Authorizations issued prior to January 1, 1995 will be billed under current billing practices.~~
- ~~Under the terms of this section, all utilities shall type the date Form 48 sent on the bottom line of Location/Nature of Work Section of the Final Authorization.~~
- ~~Note: Form 48 not required on work performed in accordance to all of section 4, sections 5.1C, and 19.5 (Revised June 2015).~~

~~Construction Start Date/Cancellation – The time limit for starting joint pole construction shown on a Form 2 Preliminary Joint Pole Authorization shall be 18 months from date issued. At the expiration of this time period, the following procedure should be followed:~~

~~If construction has not been started:~~

- ~~Form 7 shall be sent by any member involved to request extension, which requires mutual agreement in writing, or to cancel.~~
- ~~If construction has not been started and JPA time limit exceeds 24 months, supporting documentation is required for extension.~~

~~-If construction has been completed, refer to Section 18.1F.~~

~~Section 18.1D Clarification:~~

18.1-E Time Limits Involving

Construction and Other Miscellaneous Situations

~~(a) Emergency Replacements – Member replacing pole in an emergency must notify other owner(s) within 24 hours by telephone. This includes the emergency use of MOD/POLES. (See Sections 7.6 and 19.7)~~

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All data essential to complete the record must be specified, including Member accounting data, voltage and space shown on Preliminary Joint Pole Authorization.

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- Location
- Length
- Year set
- Treatment (T, FT, G, CF, LWS or AT)
- Members involved
- Space & grade allocation
- Tenant grade
- Joint anchors
- Joint arms
- Bill of Sale date
- Amount paid for interest in pole or equipment
- Nature of maintenance work or other operation involved
- Joint Pole Authorization number

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- Clearance attachments where interset poles are involved
- Temporary attachment(s)
- Pole top extensions (PTX)
- Free attachments
- Any cases where the Members concerned may request record of specific transactions

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Authorized cost.....	ac
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Bottom middle position.....	bmp
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Cable extension arm.....	cea
Clearance attachment (section 9.0).....	CLR
Communication.....	C
Cross arm.....	xarm
Dispose*	D
Down guy.....	dng
Each.....	ea
Entire Interest.....	ent or ent int
Footage cut*.....	C (xx')
Free attachment (section 11.0).....	FA
Ground line circumference.....	GLC
Guard arm.....	ga
Kilovoltage.....	KV
Low voltage.....	L
Lower (top)*	L
Lower.....	lwr
Microcell.....	mc
No cost/charge.....	nc
Overhead guy.....	ohg
Pipe brace.....	PBR
Place.....	pl
Pole top extension.....	ptx
Pole to pole guy.....	ppg
Power communication.....	p-comm
Pull*.....	P
Pull butt*.....	PB
Relinquish.....	relinq
Remove.....	rmv
Replace.....	repl
Safety Clearance zone*.....	SCZ
Salvage*.....	S
Section.....	sec
Should be.....	s/b
Shown as.....	s/a
Temporary attachment.....	TEMP
Tenant*.....	Tn or T
Top inside middle position.....	timp
Top inside position.....	tip
Top outside position.....	top
Top middle position.....	tmp
Top outside middle position.....	tomp
Transfer.....	tfr
Transport*.....	T
With.....	w/

Note: ~~The last eleven (11)~~ Starred* abbreviations are also listed in the lower left hand corner of the Authorization for Joint Pole Transaction (J.P. Form 2-1) (Will vote in Nov. Effective 2016)

7.12 **Priority Poles** – Priority poles are defined as the following:

- (a) Poles that have physical damage or deterioration not applicable under Sections 7.6A or 7.6B
- (b) Poles that fail pole loading calculations per GO-95 specifications

The joint owner(s) must be notified by telephone or email of priority pole replacements within 24 hours of setting member's determination that a pole needs replacement. Notification will include pole loading calculations, and pictures of damage if applicable. Setting Member must issue Form 2 Preliminary, with pole loading calculations, within 45 calendar days from date of pole replacement.

Telephone or email notification must be confirmed by either Form 2 or Form 48 showing:

- (a) Date determination made that pole replacement is required*
- (b) Time and date of replacement*
- (c) Time and date joint owner notified*
- (d) Name of person notified*

VERIZON 11/06/2014

REPLACEMENT

7.6 B. Replacement of Pole Due to Natural Causes (Storm, Catastrophe)

The Member replacing pole shall sell interest to each Member concerned. Each Member shall receive salvage on maximum value recoverable and shall pay pulling and transportation. Each Member shall transfer its facilities.

~~Emergency pole installation is where the pole must be replaced immediately. The joint owner(s) must be notified by telephone of emergency installations within 24 hours by setting Member.~~ Setting Member must issue Form 2 Preliminary with date and identification of natural cause (Form 48 ~~may be attached required by all members involved~~). ~~Setting Member must issue Form 2 Preliminary within 180 calendar days from date of pole replacement, otherwise Section 7.13 will apply.~~

In cases where the urgency for new pole installation is not immediate, notification rules of this section will still apply, however the rules of 7.11 will be followed to determine “**proposed**” purchase in new pole-(Added January 2012).

~~Section 7.13 does not apply. (Revised July 2014/10/20/2015) not approved~~

7.11 Replacement of Pole for Mutual Benefit of All Joint Owners

Member replacing pole for mutual benefit shall sell interest in new pole to other Members concerned. Each Member shall transfer at own expense, receive salvage, if applicable, and pay pulling and transportation.

Mutual benefit shall be understood to apply under this section as follows:

- (a) Pole 25 years old or more
- (b) Pole less than 25 years old, but rendered unfit for service by any cause not the fault of a joint owner including existing overloaded poles
- (c) Pole requiring relocation for the benefit of all Members concerned
- (d) Pole identified in an authorized maintenance inspection program as unfit for service
- (e) Pole requiring replacement for clearing of discovered existing General Order 95 infractions not the fault of any joint owner.

~~(f) Pole replaced prior to Form 2 and Form 48. Form 2 must be noted that this is a priority pole and include pole loading. Section 7.13 applies only if Form 2 is not issued within 45 days. (Priority pole) not approved~~

For poles that are more than 25 years old, this section applies only to Members having more than 20 consecutive years of Joint Pole Committee membership.

For those Members with less than 20 consecutive years of Joint Pole Committee membership, which initiates the replacement of poles under the provisions of (a) above, Section 7.3 shall apply.

This rule shall also apply where owner failed to issue Notice of Intention for pole and incoming Member desires its replacement within three years, beginning with January 1 following date of its installation. If pole has been installed longer than the three-year period specified and is not more than 25 years old, the replacement shall be in accordance with rule of the Routine relating to Section 7.3.

7.13 Failure to Issue Notice of Intention of Replacement.

If any member replaces pole(s) or anchors (s) prior to issuing a Notice of Intention to the joint owners on record, that member will perform work (without compensation) or:

- pay all PTD charges
- pay all transfer charges of the joint owner(s)
- pay for any additional authorized costs incurred due to the pole replacement

~~For exceptions for replacing poles prior to JPA see Sections 7.6A, 7.6B and 7.11(f).~~

~~This section will not apply to pole replacements agreed to for emergencies, priority poles or storm conditions. For these replacements, use section 7.11. For plant damage replacements refer to section 7.6 (Revised July 2014/January 2012). Not approved~~

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
279 E. Arrow Hwy., Suite 104
San Dimas, CA 91773
Phone (909) 599-3801

November 17th, 2015

A meeting of the Routine Revision Committee took place on the above date, at 1:50 p.m. at the Committee office. Those in attendance were:

Ms. Lupe Hernandez	Teleport Communications America
Mr. Larry Chow	Southern California Edison
Ms. Jessica Pearson	Southern California Edison
Ms. April DeBarge	Southern California Edison
Mr. Wayne Brown	Southern California Edison
Mr. Rich LaBarge	Southern California Edison
Mr. Joe Serrato	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Scott Hunter	City of Los Angeles
Ms. Manijeh Carmichael	AT&T California
Mr. William Kearns	Verizon Ca, MCI / COMM / Metro
Mr. Bret Plaskey	Verizon Ca, MCI / COMM / Metro
Ms. Yvonne Johnson	AT&T Mobility
Ms. Maria Ortiz	XO Communication
Ms. Shawn Henderson	T-Mobile USA
Mr. Eric Little	Mobilitie LLC
Ms. Angela Pranata	SCJPC Staff
Mr. Ryan Jones	SCJPC Staff

Those attending via teleconference were:

Ms. Alicia Smith	Sprint/Nextel Sprint Communications
Mr. Earl Carrion	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Kay Black	AT&T California
Ms. Sarah Valdez	Mobilitie LLC
Mr. Fabian Bautista	Extenet Systems

Ms. Hernandez opened the meeting by inquiring if there were any questions or concerns regarding the previous meetings minutes. There were none at the time.

The second item on the agenda was **Interpretation of Routine Handbook**. Ms. Hernandez stated this is a standing agenda item and is to be discussed at every meeting. Ms. Pearson reported that members were still working to complete foreign the JPA list. The members agreed to table this until the next Routine Handbook meeting.

The third item on the agenda was **Item 1574: Review of Section 18.1**. The members agreed to table this item for the next Routine Revision meeting.

The fourth item on the agenda was **Item 1585: SCE Customer Release Form**. Mr. LaBarge reported that the Customer Release Form was still being internally discussed and requested that this item be tabled for the next Routine Revision meeting.

The fifth item on the agenda was **Item 1587: Review of Section 7.6, 7.11, &7.13**. Ms. Hernandez inquired if Verizon was able to internally discuss and find a resolution to the issue of the 180 day time frame associated with section 7.6(B) being too long of a period. Mr. Kearns stated after internal discussion, and hearing the consensus of the members, Verizon is ok with the proposed 180 day timeframe. Ms. Pranata reminded the members that only the changes for section 7.6(A) were agreed upon from the changes made in 2014 (see attached). After review, the members agreed to remove the proposed verbiage from section 7.11 pertaining to priority poles until the definition of priority poles is agreed to by the members. The members agreed to add the proposed verbiage for sections 7.6(B), and 7.13 to the Discussions calendar for further discussion. After discussion, the members agreed to table this item until the next Routine Revision meeting.

Mr. Kearns reopened discussion on 7.12 by notifying members that Verizon is withdrawing their request to create section 7.12. He continued, stating since sections 7.6(A&B) include the majority of scenarios where a pole is physically damaged or damaged because of a natural catastrophe section 7.12 was not needed. Mr. Kearns inquired if poles that were intentionally or unintentionally overloaded fall under 7.6 or would the pole then become a priority pole. Mr. Wayne Brown stated if the pole was less than unity it would become a priority pole. Ms. Carmichael was of the opinion that calling a pole that fails pole loading a priority pole would be the beginning of a situation where no notice would be provided for the JPAs because they were deemed a priority. Ms. Hernandez stated there are resolutions to remedy overloaded poles that do not require a pole replacement. Mr. LaBarge stated that level of priority poles are determined by safety factor. The members agreed to remove the proposed section 7.12 from discussion until further notice from Verizon.

The sixth item on the agenda was **Item 1597: Review of Routine Handbook Examples**. Ms. Hernandez stated this is a standing agenda item and to be discussed at every meeting until the end of the year. Ms. Hernandez inquired if there were any examples the needed clarification or needed to be discussed. There were none.

The eighth item on the agenda was **Item 1600: Replacement of Pole with Wireless Antenna**. Ms. Hernandez reminded members that this item is on the consent calendar to be voted on.

Lastly, Ms. Hernandez inquired if the members had any **miscellaneous items**.

Ms. Pranata inquired if the committee staff is required to verify that a JPA has section 10.8 in order to bill for item 83. Ms. Hernandez stated it is not the responsibility of the committee staff to verify section 10.8 is on the JPA, the staff should bill the JPA as written.

Ms. Pranata stated Verizon is disputing the charge of Item 83 on a JPA that indicated Verizon was to deny 1 out of 2 of item 83 charges (see attached). She continued, explaining Verizon wanted to deny charges for both item 83 charges. Ms. Hernandez stated if the JPA was

approved and not any different than the preliminary JPA it should be billed as written and Verizon cannot dispute the charges. Ms. Hernandez stated members should remind their staffs that if there is not going to be a charge an authorized cost should not be included. Ms. Pearson stated the reason that authorized costs that are not being charged are included to know what work was done. She continued, stating if a communication member was to transfer their own facilities the authorized cost would not be included on the JPA. After discussion, the members agreed that the initiating member would need to issue a correction of records JPA. The members also agreed to discuss this issue further in the next Operating meeting.

Ms. Pearson stated the committee staff is returning JPAs that were approved 18.1 because the purchasing member was receiving less space on the new pole. Ms. Hernandez stated section 18.1 states the JPA must be finalized as it was written. She continued, stating if no response is received the purchasing member should retain the same space on the new pole. After discussion, the members agreed to create item 1603: Review of 2.7E to further discuss this issue.

Ms. Hernandez reported section 20.4 will be voted on at the January Administrative Board meeting.

Review of Action items/JPA Alerts.

- Review approved sections 7.6(B) & 7.13
- Mr. Wayne Brown to provide additional data regarding priority poles replacements

The Meeting adjourned at 2:55 p.m. until January 19, 2016.

Ryan Jones, Committee Staff

18.7 Form 48 - Notice of Work Completed

This form is used to notify other owners that work has been completed and shall be issued within 30 days of construction complete in order to expedite any remaining joint pole work by other Members, supplementing verbal or other instructions. It may also be used to make changes in a Preliminary Joint Pole Authorization relating to the pulling routine, the topping of poles, and hand dig.

Where no construction was performed (records only, i.e. 5.1C) a form 48 does not need to be issued. The JPA may bill 45 days from the JPA date sent.(08/05/2015)

For all other changes a Form 7 should be utilized and sent with a Form 48. If Form 48 is not issued within 30 days, 18.1F may apply. (Revised ~~January 2015~~ July 2015)

Any changes desired prior to approval of Form 2 Preliminary Joint Pole Authorization by the receiving Member shall be made by means of the following procedure:

(A) Receiving Member:

- (1) Make desired change
- (2) Sign amended form
- (3) Return copy to issuing Member

(B) Issuing Member:

- (1) If change is acceptable:
 - (a) No additional actions take place. Process form in normal manner
- (2) If change is unacceptable:
 - (a) Communicate with receiving Member(s) representative(s) to resolve differences by either issuing Form 7 or revising the JPA.
 - (b) If subsequent changes occur, refer to the standard procedure for Form 7 usage. (See Section 18.4)
 - (c) Until differences are resolved, issue the Form 7 to all participating Member(s), CC to SCJPC, not to process JPA Final Bill.
 - (d) Any member may request a resolution meeting with the Administrative Board by issuing the Form 7 to all participating Member(s), CC to SCJPC. (Revised April 2012)

(3) Multi-Party JPAs:

The initiator of a multi-party JPA will be responsible for notifying all involved parties of any changes made to that JPA prior to final approval.

An acceptable method for the initiating member to notify all involved parties of any changes made to a JPA includes sending a Form 7 indicating "See Changes" with a copy of the marked-up Form 2 Preliminary JPAs as an attachment. (Revised January 2011).

18.1-C Changes After Approval

Any changes desired after the Form 2 Preliminary Joint Pole Authorization approval shall be made by means of one of the following:

- A) Form 7 (refer to Sec 18.4 and Example 4) shall be used for the following:
 - Correct Joint Pole Authorization number

- Correct or add Accounting Data
- Correct pole number
- Delete pole(s)
- Correct Pole length
- Correct Year set
- Correct Pole treatment (except a change from wood to alternative pole type, refer to Section 15.7)
- Circuit correction
- Correct grade and space
- Correct, add or delete authorized costs
- Correct, add or delete Section number
- Change pulling routine
- Delete owner
- Correct pole location and/or community
- Correct, add or delete tenant
- Correct, add or delete anchors, guys or arms
- Correct pole class

B) A revised Form 2 shall be used for the following:

- Add owner(s)
- Add pole(s)
- Change from wood to alternative pole type (refer to Section 15.7)
- Change in scope of work (i.e. changes causing receiving member to reengineer and/or refield.

Same Joint Pole Authorization number may be used with a revision identifier (i.e. JPA12345 Rev 1, JPA12345 RO1, JPA12345 Rev) and new date sent or the JPA may be canceled with a Form 7 and a new JPA issued.

C) Form 2 Supplement for information or transactions omitted from the original FINAL Joint Pole Authorization. Same Joint Pole Authorization number should be used with a supplement identifier (i.e. **JPA12345SUP1**, **JPA12345S01**, **JPA12345SUPPL**) JPC office will convert to SUP.

Form 48 can be used to make changes to the JPA per Section 18.7. (Revised June 2013)

18.1-D Time Limits Involving Form 2

Preliminary Joint Pole Authorization

The return of Form 2 Preliminary Joint Pole Authorization shall be within 45 days of date sent.

Automatic Approval - The Form 2 Preliminary Joint Pole Authorization will be considered approved when 45 days have elapsed from date sent of Form 2 Preliminary Joint Pole Authorization to other Member(s), and there is no written protest or request for review.

The Authorization may be finalized by the issuing Member when 45 days have elapsed from date sent of Form 48, indicating the work has been completed as previously approved.

- This section cannot be invoked with Section 1.2 Special Agreement.
- Effective January 1, 2006, Authorizations issued prior to January 1, 1995 will be billed under current billing practices.
- Under the terms of this section, all utilities shall type the date Form 48 sent on the bottom line of Location/Nature of Work Section of the Final Authorization.
- Note: Form 48 not required on work performed in accordance to sections 5.1C, and 19.5 (Revised June 2015).
- (Admin Board discussion 7/15/2015)

Section 18.1D Clarification.

18.1-E Time Limits Involving Construction and Other Miscellaneous Situations

(a) Emergency Replacements - Member replacing pole in an emergency must notify other owner(s) within 24 hours by telephone. This includes the emergency use of MOD/POLES. (See Sections 7.6 and 19.7)

(b) Free Attachment - Member maintaining free attachment must remove its facilities within 48 hours of telephone notification confirmed by Form 48. (See Sections 5.5 and 11.0)

(c) Maintenance Liability - Liability for maintenance extends 60 days from date sent of a Form 2 Preliminary Joint Pole Authorization involving a relinquishment, or from the date facilities were removed from pole. (See Section 19.0)

(d) Relinquishment/Abandonment of Interest - 60 days notice must be given to other owners when termination of ownership is intended. (See Section 5.1)

(e) Removal of pole or transfer of facilities must be completed within 60 days from date of Form 48. (See Section 5.0 & 7.0)

(f) After the final billing has been processed, all liability is assumed by remaining Member(s). (See Section 5.0 & 7.0)

(g) Temporary attachments allow for facilities of another Member to remain on a pole for a period of time, which is less than one year. (See Section 14.6)

Construction Start Date/Cancellation - The time limit for starting joint pole construction shown on a Form 2 Preliminary Joint Pole Authorization shall be 18 months from date issued. At the expiration of this time period, the following procedure should be followed:

If construction has not been started:

- Form 7 shall be sent by any member involved to request extension, which requires mutual agreement in writing, or to cancel.
- If construction has not been started and JPA time limit exceeds 24 months, explanation is required for extension. If no response, the JPA will be cancelled on the initiator's behalf. (Admin Board discussion 7/15/2015)
-

18.1F Failure to Final JPA

If the issuing utility fails to adhere to the time limits, as specified in Sections 18.1D and 18.1E, any member who is party to that JPA may issue the Form 48 and/or final JPA. The following procedure is required:

- A Form 7 shall be sent to all members involved notifying of the intent to final bill (see item 14A of Authorized Cost).
- If no response after 15 days of Form 7, member may proceed with finalizing the JPA.
- If there are multiple JPA's involved, a spreadsheet may be sent and the 15 day response requirement may be waived upon agreement.
- Where a Form 48 is required, a field trip may be made to verify that construction is complete (see item 14B of Authorized Cost).
- If construction is complete, a Form 48 shall be sent to all members involved.
- The issuing party will pay the full administrative costs and/or field visit cost to the member submitting the final as defined in Authorized Costs item 14A and/or 14B. (Revised July 2007).

- ~~The JPC Office shall final bill the first billable final received, either from the initiating member or the member wishing to final per 18.1F.(Admin Board discussion 7/15/2015)~~

18.1-D Time Limits Involving Form 2 Preliminary Joint Pole Authorization

~~The return of Form 2 Preliminary Joint Pole Authorization shall be within 45 days of date sent.~~

~~Automatic Approval – The Form 2 Preliminary Joint Pole Authorization will be considered approved when 45 days have elapsed from date sent of Form 2 Preliminary Joint Pole Authorization to other Member(s), and there is no written protest or request for review.~~

~~The Authorization may be finalized by the issuing Member when 45 days have elapsed from date sent of Form 48, indicating the work has been completed as previously approved.~~

- ~~This section cannot be invoked with Section 1.2 Special Agreement.~~
- ~~Effective January 1, 2006, Authorizations issued prior to January 1, 1995 will be billed under current billing practices.~~
- ~~Under the terms of this section, all utilities shall type the date Form 48 sent on the bottom line of Location/Nature of Work Section of the Final Authorization.~~
- ~~Note: Form 48 not required on work performed in accordance to all of section 4, sections 5.1C, and 19.5 (Revised June 2015).~~

~~Construction Start Date/Cancellation – The time limit for starting joint pole construction shown on a Form 2 Preliminary Joint Pole Authorization shall be 18 months from date issued. At the expiration of this time period, the following procedure should be followed:~~

~~If construction has not been started:~~

- ~~Form 7 shall be sent by any member involved to request extension, which requires mutual agreement in writing, or to cancel.~~
- ~~If construction has not been started and JPA time limit exceeds 24 months, supporting documentation is required for extension.~~

~~If construction has been completed, refer to Section 18.1F.~~

~~Section 18.1D Clarification:~~

18.1-E Time Limits Involving

Construction and Other Miscellaneous Situations

- ~~(a) Emergency Replacements – Member replacing pole in an emergency must notify other owner(s) within 24 hours by telephone. This includes the emergency use of MOD/POLES. (See Sections 7.6 and 19.7)~~
- ~~(b) Free Attachment – Member maintaining free attachment must remove its facilities within 48 hours of telephone notification confirmed by Form 48. (See Sections 5.5 and 11.0)~~
- ~~(c) Maintenance Liability – Liability for maintenance extends 60 days from date sent of a Form 2 Preliminary Joint Pole Authorization involving a relinquishment, or from the date facilities were removed from pole. (See Section 19.0)~~
- ~~(d) Relinquishment/Abandonment of Interest – 60 days notice must be given to other owners when termination of ownership is intended. (See Section 5.1)~~
- ~~(e) Removal of pole or transfer of facilities must be completed within 60 days from date of Form 48. (See Section 5.0 & 7.0)~~
- ~~(f) After the final billing has been processed, all liability is assumed by remaining Member(s). (See Section 5.0 & 7.0)~~
- ~~(g) Temporary attachments allow for facilities of another Member to remain on a pole for a period of time, which is less than one year. (See Section 14.6)~~

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- ~~• If no response after 15 days of Form 7, member may proceed with finalizing the JPA.~~
- ~~• If there are multiple JPA's involved, a spreadsheet may be sent and the 15 day response requirement may be waived upon agreement.~~
- ~~• Where a Form 48 is required, a field trip may be made to verify that construction is complete (see item 14B of Authorized Cost).~~
- ~~• If construction is complete, a Form 48 shall be sent to all members involved.~~
- ~~• The issuing party will pay the full administrative costs and/or field visit cost to the member submitting the final as defined in Authorized Costs item 14A and/or 14B. (Revised July 2007).~~
- ~~• The JPC Office shall final bill the first billable final received, either from the initiating member or the member wishing to final per 18.1F.~~

18.2 Form 2 Final - Initiation

The Member initiating transaction shall transmit one copy of this form, which shall be an original Southern California Joint Pole Committee authorized typed or electronic document, to Joint Pole Committee, specifying work as completed under approved Form 2 Preliminary Joint Pole Authorization not less than 45 and no more than 90 calendar days after sending the completed Form 48. After 90 days 18.1F may apply. Exception section 7.6 can be final billed less than 45 days (Revised January 2012).

All data essential to complete the record must be specified, including Member accounting data, voltage and space shown on Preliminary Joint Pole Authorization.

NOTE: If the above information cannot be obtained by the issuing Member, the Committee office is authorized to obtain said information from the non-issuing Member.

Transfer, Installation, equipment, and other authorized costs must be shown by item number and number of items.

The date sent on the Form 2 Final will always be the same as the date sent on the Form 2 Preliminary Joint Pole Authorization. (Revised July 2009)

18.3 Form 2 Final - Completion

Copies of Form 2 Finals are distributed by the Joint Pole Committee office. Any discrepancies noted by the Committee on Form 2 Final will cause this form to be returned for correction. When form 2 Final

has been issued, the Committee is authorized to proceed with the preparation of pole record and Bills of Sale.

18.4 Form 7 - J/P Memorandum

This form is for use in effecting changes to issued Form 2 Preliminary Joint Pole Authorization by agreement.

When changes in an authorization are proposed, the Member receiving the Form 7 must return same within 15 days.

The memo must indicate the Members to whom the copies are directed.

For use in protest procedures see Section 18.1-B (2) (c) & (d).

18.5 Pole Record

The pole record is prepared by the Committee office in accordance with Form 2 Final. A pole record shall be maintained for each pole as long as it continues to be used as a jointly owned pole.

The complete pole record shall include the following:

- Pole number
- Location
- Length
- Year set
- Treatment (T, FT, G, CF, LWS or AT)
- Members involved
- Space & grade allocation
- Tenant grade
- Joint anchors
- Joint arms
- Bill of Sale date
- Amount paid for interest in pole or equipment
- Nature of maintenance work or other operation involved
- Joint Pole Authorization number

All subsequent transactions occurring on pole during its use as a jointly owned pole shall be recorded in chronological order and, as each transaction is affected, superseding records shall be prepared by the Committee office and furnished to the Members. The records should be checked by all Members promptly when received, and the Committee office should be advised without delay if any changes are necessary.

Records will be kept of:

- Clearance attachments where interset poles are involved
- Temporary attachment(s)
- Pole top extensions (PTX)
- Free attachments
- Any cases where the Members concerned may request record of specific transactions

REPLACEMENT

7.6 B. Replacement of Pole Due to Natural Causes (Storm, Catastrophe)

The Member replacing pole shall sell interest to each Member concerned. Each Member shall receive salvage on maximum value recoverable and shall pay pulling and transportation. Each Member shall transfer its facilities.

~~Emergency pole installation is where the pole must be replaced immediately. The joint owner(s) must be notified by telephone of emergency installations within 24 hours by setting Member.~~ Setting Member must issue Form 2 Preliminary with date and identification of natural cause (Form 48 ~~may be attached required by all members involved~~). ~~Setting Member must issue Form 2 Preliminary within 180 calendar days from date of pole replacement, otherwise Section 7.13 will apply.~~

In cases where the urgency for new pole installation is not immediate, notification rules of this section will still apply, however the rules of 7.11 will be followed to determine “**proposed**” purchase in new pole-(Added January 2012).

~~Section 7.13 does not apply. (Revised July 201410/20/2015) not approved~~

7.11 Replacement of Pole for Mutual Benefit of All Joint Owners

Member replacing pole for mutual benefit shall sell interest in new pole to other Members concerned. Each Member shall transfer at own expense, receive salvage, if applicable, and pay pulling and transportation.

Mutual benefit shall be understood to apply under this section as follows:

- (a) Pole 25 years old or more
- (b) Pole less than 25 years old, but rendered unfit for service by any cause not the fault of a joint owner including existing overloaded poles
- (c) Pole requiring relocation for the benefit of all Members concerned
- (d) Pole identified in an authorized maintenance inspection program as unfit for service
- (e) Pole requiring replacement for clearing of discovered existing General Order 95 infractions not the fault of any joint owner.

~~(f) Pole replaced prior to Form 2 and Form 48. Form 2 must be noted that this is a priority pole and include pole loading. Section 7.13 applies only if Form 2 is not issued within 45 days. (Priority pole) not approved~~

For poles that are more than 25 years old, this section applies only to Members having more than 20 consecutive years of Joint Pole Committee membership.

For those Members with less than 20 consecutive years of Joint Pole Committee membership, which initiates the replacement of poles under the provisions of (a) above, Section 7.3 shall apply.

This rule shall also apply where owner failed to issue Notice of Intention for pole and incoming Member desires its replacement within three years, beginning with January 1 following date of its installation. If pole has been installed longer than the three-year period specified and is not more than 25 years old, the replacement shall be in accordance with rule of the Routine relating to Section 7.3.

7.13 Failure to Issue Notice of Intention of Replacement.

If any member replaces pole(s) or anchors (s) prior to issuing a Notice of Intention to the joint owners on record, that member will perform work (without compensation) or:

- pay all PTD charges
- pay all transfer charges of the joint owner(s)
- pay for any additional authorized costs incurred due to the pole replacement

~~For exceptions for replacing poles prior to JPA see Sections 7.6A, 7.6B and 7.11(f).~~

~~This section will not apply to pole replacements agreed to for emergencies, priority poles or storm conditions. For these replacements, use section 7.11. For plant damage replacements refer to section 7.6 (Revised July 2014January 2012). Not approved~~

7.12 **Priority Poles** – Priority poles are defined as the following:

- (a) Poles that have physical damage or deterioration not applicable under Sections 7.6A or 7.6B
- (b) Poles that fail pole loading calculations per GO-95 specifications

The joint owner(s) must be notified by telephone or email of priority pole replacements within 24 hours of setting member's determination that a pole needs replacement. Notification will include pole loading calculations, and pictures of damage if applicable. Setting Member must issue Form 2 Preliminary, with pole loading calculations, within 45 calendar days from date of pole replacement.

Telephone or email notification must be confirmed by either Form 2 or Form 48 showing:

- (a) Date determination made that pole replacement is required*
- (b) Time and date of replacement*
- (c) Time and date joint owner notified*
- (d) Name of person notified*

VERIZON 11/06/2014

20.4 Joint Pole Authorization Abbreviations

Additional.....	add'l
Anchor.....	anc
Anchor/arm removed*	AR
Anchor/arm transferred*	AT
Antenna.....	ANT
Authorized cost.....	ac
Bottom inside position	bip
Bottom outside position.....	bop
Bottom middle position.....	bmp
Cable arm.....	ca
Cable extension arm.....	cea
Clearance attachment (section 9.0).....	CLR
Communication.....	C
Cross arm.....	xarm
Dispose*	D
Down guy.....	dng
Each.....	ea
Entire Interest.....	ent or ent int
Footage cut*.....	C (xx')
Free attachment (section 11.0).....	FA
Ground line circumference.....	GLC
Guard arm.....	ga
Kilovoltage.....	KV
Low voltage.....	L
Lower (top)*	L
Lower.....	lwr
Microcell.....	mc
No cost/charge.....	nc
Overhead guy.....	ohg
Pipe brace.....	PBR
Place.....	pl
Pole top extension.....	ptx
Pole to pole guy.....	ppg
Power communication.....	p-comm
Pull*.....	P
Pull butt*.....	PB
Relinquish.....	relinq
Remove.....	rmv
Replace.....	repl
Safety Clearance zone*.....	SCZ
Salvage*.....	S
Section.....	sec
Should be.....	s/b
Shown as.....	s/a
Temporary attachment.....	TEMP
Tenant*.....	Tn or T
Top inside middle position.....	timp
Top inside position.....	tip
Top outside position.....	top
Top middle position.....	tmp
Top outside middle position.....	tomp
Transfer.....	tfr
Transport*.....	T
With.....	w/

Note: ~~The last eleven (11)~~ Starred* abbreviations are also listed in the lower left hand corner of the Authorization for Joint Pole Transaction (J.P. Form 2-1) (Will vote in Nov. Effective 2016)

FINAL

BILL NO. 9-15-607

J.P. Auct. No. **E6026-403793974**

PAGE NO. **3** OF **6**

POLE NO.	Pole Length Anchor Size	Year Set	Pole Type Class Anchor Class.	Record				Proposed				Item No.	LOCATION AND NATURE OF WORK <small>If not in accordance with Joint Pole agreement and routine-state reasons.</small>	BILL CODE	UTILITY TOTAL AMT E		UTILITY TOTAL AMT WZ		ACCOUNTING DIRECTIONS
				12KV E	VZ	12KV E	VZ	AMOUNT	AMOUNT	AMOUNT	AMOUNT								
1400391E	40	01	FT		22-4			PTD					E TO REPLACE PER SEC 1.2, 7.4, 7.11, 10.8, 12.12, 14.9, 19.4	1					
										20A			BENWOOD ST PLUS 60' E/O RIMSDALE AV	2	5	614	40		
								1/2(1)					TRANSFER DN GUY	3	5	109			
								1/2(1)			9A			4	5	432			
								1/2(1)			13B		BRUSH & TREE LIMBS	5	5	100			
								1/2(1)			19C			6	5	871			
								1			78A			7	5	43			
	3/4"		W	60	50			AT						8					
1400391E	45	12	FT 4					1	22-4				BENWOOD ST PLUS 60' E/O RIMSDALE AV	9	1	1848			
								1			78A			10	5	43			
											83		PHONE - NO CHARGE TO VZ	11	5	118		Not charged	
											83		CATV	11	5	118		charged	
														12					
														13					
														14					
														15					
														16					
														17					
														18					
														19					
														701	COL	4178	0		
														PAGE	TOTAL	4178	0		

NO indicator



GEOGRAPHICAL LOCATION
COVINA
COMMUNITY

POLE LEGEND:
 P = PULL
 PB = PULL BUTT
 T = TRANSPOR
 S = SALVAGE
 D = DISPOSE
 TN = TENANT

L = LOWER TOP
 C(O)X = FOOTAGE CUT
 SCZ = SAFETY CLEARANCE ZONE

ANCHOR LEGEND:
 AR = ANCHOR REMOVED
 AT = ANCHOR TRANSFERRED

Show Quantity of
Items to be billed
in the Column of
Party to be Paid.

Is Item 83

associated with Section 10.8?

Meaning: Need Sec 10.8 to charge Item 83 (vice versa?)

REPLACEMENT

7.6 B. Replacement of Pole Due to Natural Causes (Storm, Catastrophe)

The Member replacing pole shall sell interest to each Member concerned. Each Member shall receive salvage on maximum value recoverable and shall pay pulling and transportation. Each Member shall transfer its facilities.

~~Emergency pole installation is where the pole must be replaced immediately. The joint owner(s) must be notified by telephone of emergency installations within 24 hours by setting Member. Setting Member must issue Form 2 Preliminary with date and identification of natural cause (Form 48 may be attached required by all members involved). Setting Member must issue Form 2 Preliminary within 180 calendar days from date of pole replacement. After 180 calendar days, Section 7.13 will apply unless mutually agreed by all parties to extend.~~

In cases where the urgency for new pole installation is not immediate, notification rules of this section will still apply, however the rules of 7.11 will be followed to determine “proposed” purchase in new pole. (Added January 2012).

~~Section 7.13 does not apply if JPA issued within 180 days of construction. (Effective January 1, 2016)
For discussion Admin Board 11/18/2015 Vote Jan 2016~~

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7.11 Replacement of Pole for Mutual Benefit of All Joint Owners (NO CHANGES TO SECTION 7.11)

7.13 Failure to Issue Notice of Intention of Replacement.

If any member replaces pole(s) or anchors (s) prior to issuing a Notice of Intention to the joint owners on record, that member will perform work (without compensation) or:

- pay all PTD charges
- pay all transfer charges of the joint owner(s)
- pay for any additional authorized costs incurred due to the pole replacement

~~For exceptions for replacing poles prior to JPA see Sections 7.6A and 7.6B and 7.11(f).~~

~~This section will not apply to pole replacements agreed to for emergencies, priority poles or storm conditions. For these replacements, use section 7.11. For plant damage replacements refer to section 7.6 (Revised July 2014 January 2012). Effective January 1, 2016 – Discussion Admin Board 11/18/2015. Vote Jan 2016~~

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