

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

January 19th, 2016

A meeting of the Routine Revision Committee took place on the above date, at 10:00 a.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. Laird Stabler	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Steve Brown	City of Los Angeles
Mr. Scott Hunter	City of Los Angeles
Ms. Manijeh Carmichael	AT&T California
Mr. Josh Mathisen	AT&T California
Ms. Kay Black	AT&T California
Mr. William Kearns	Verizon Ca, MCI / COMM / Metro
Mr. Bret Plaskey	Verizon Ca, MCI / COMM / Metro
Mr. Ed Loescher	Verizon Ca, MCI / COMM / Metro
Ms. Yvonne Johnson	AT&T Mobility
Ms. Maria Ortiz	XO Communication
Ms. Shawn Henderson	T-Mobile USA
Ms. Erica Sanchez	Extenet 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. 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 were roughly 150 foreign JPAs that had not been final billed as of October 2015. She continued, stating there were still over 100 that had not been final billed as of January

2016. Ms. Pearson stated she would resend an updated list out to the 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.** Ms. Hernandez reopened discussion on the review of section 18.1 by reminding members that section 18.1D was ready for vote but members needed to agree on verbiage for sections 18.1E and 18.1F before section 18.1 could be voted on in its entirety. She continued, stating both sections 18.1E and 18.1F needed clarification on the definition of a priority pole before the verbiage can be revised. Ms. Black inquired if a list of the priority 1 poles Edison replaced last year could be forwarded to the members to review and see if an agreeable definition for priority poles could be reached. The members agreed to table this item for the next Routine Revision meeting.

Ms. Hernandez reopened discussion on section 18.7 by stating the JPA should be notated “Form 48 not required” when no construction is performed. She continued, stating the Committee staff does not know when work is performed in the field when they receive a Form 2. After discussion, the members agreed to add verbiage to section 18.7 stating if no Form 48 is required it must be notated as “Form 48 Not Required” on the Form 2 (see attached). The members agreed to add the updated verbiage to the Discussion Calendar for the Administrative Board meeting.

The fourth item on the agenda was **Item 1585: SCE Customer Release Form.** Mr. LaBarge reported that the Customer Release Form has targeted the first quarter for a release date. 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 reopened discussion by reminding members that the 180 day timeframe associated with 7.6B will be voted on at the next Administrative Board meeting. The members agreed to table this item until 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 approved in January 2016. Ms. Hernandez stated she would be submitting examples for the height of attachment for communication poles and Guy poles space and grade calculations. Ms. Hernandez reminded members if they come across any examples that needed to be revised or updated to notify her and they will be discussed. After discussion, the members agreed to table this item for until the next Routine Revision meeting.

The seventh item on the agenda was **Item 1601: Review of Section 9.4.** Ms. Hernandez stated this was an issue Edison had regarding replacement of a pole with a clearance attachment due to deterioration and not for their benefit. Ms. Hernandez explained if Edison was replacing a pole they had a clearance attachment on because of deterioration that Edison would become the base owner of the new pole and that pole would be jointly owned. Ms. Hernandez noted that Edison did not have to attach, AT&T is the member who needed to attach to this pole. Ms. Black inquired why Edison did not inquire if the base owner could replace the pole. Mr. Chow stated Edison would only replace the pole if the pole was not in compliance. Ms. Black stated if the roles were reversed and AT&T wanted to replace an Edison pole it would be denied. Mr.

Chow replied, stating it is Edison's standard to replace poles with Edison facilities on them. He continued, stating AT&T could have rejected Edison's request to replace their pole for the same reasons. After discussion, the members agreed to leave the verbiage as it is. The members also agreed to close this item.

The eighth item on the agenda was **Item 1603: Review of Section 2.7E**. Ms. Hernandez reopened discussion on the review of section 2.7E by reminding members that this was an issue of the Committee staff returning Edison JPAs with 18.1 because the purchasing member was receiving less space on the new pole than previously owned. Mr. Wayne Brown inquired if the was approved via automatic approval process shouldn't the JPA be approved as written. Ms. Hernandez stated generally if no response is received by the receiving member the JPA would be approved as written but noted that section 2.7E contradicts this practice. After discussion, the members agreed that the Committee staff should continue returning section 18.1 JPAs where the grade and space on the new pole is less that the grade and space on the old pole. 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 reported section 20.4 will be voted on at the January Administrative Board meeting.

Ms. Hernandez stated she was receiving Form 11 for pending JPAs. She continued, stating the Form 11 is an optional form to notify members of G.O. 95 nonconformance. The Form 11 is to be used independently from other SCJPC forms. Ms. Hernandez stated her understating of this section was if a member was performing work on a pole but not creating a JPA and found a nonconformance issue, they are to issue a Form 11 to the member(s) with the nonconformance issues. She continued, stating because the Form 11 goes to a different department it is creating twice the amount of work for poles scheduled to be replaced. Mr. Chow stated the reason Edison would send out a Form 11 for replacement poles was to notify the nonconforming member that if the issue is replaced like for like it will be prone creating the same nonconformance issue on the new pole. He continued, stating if anything related to the GUY that is a G.O. 95 infraction, Edison is obligated to notify the infracting member(s). Mr. Chow stated the Form 11 is what Edison uses as a form of notification. Ms. Pearson suggested Edison reference the JPA number when possible when sending Form 11s. After discussion, the members agreed to update the Form 11 to include associated JPA numbers (see attached). The members agreed to add the Form 11 to the Discussion Calendar.

Ms. Hernandez stated the City of Anaheim is rejecting JPAs without a picture of every pole on the JPA. She continued, stating pictures are not a requirement per the Routine Handbook. Ms. Hernandez stated the City of Anaheim is also denying poles with over 80% capacity. Ms. Hernandez stated the City of Anaheim should have notified the Committee of the new requirements prior to enforcing them. The members agreed that a JPA cannot be denied because pictures were not included. The members also agreed that a member changing their requirements must notify the Committee.

Ms. Hernandez stated she would provide an example for Section 7.15 at the next meeting.

Ms. Black stated AT&T would like to purchase interest in poles that need to be replaced due to overloading but Edison is denying replacement requests. She continued, stating Edison will allow AT&T to purchase interest but there is nothing in the Routine Handbook that dictates any further action. Ms. Black stated there is no timeframe in place for this scenario to have the poles replaced. She continued, in an attempt to have these poles replaced AT&T offered to hire Edison's subcontractors to perform the replacements but was also denied. Ms. Black provided verbiage she believed to be beneficial to solving the replacement issue (see attached). Mr. Chow stated Edison's policy is if a jointly own pole with Edison facilities on it are overloaded, Edison must perform the replacement. He continued, stating he would forward this issued to an executive level at Edison to gauge interest in changing the current policy. Mr. Hunter stated there is no way the Department of Water and Power could comply with a timeline for replacements. The members agreed to table discussion on this issue.

Ms. Pranata requested clarification for the Committee staff in regards to temporary attachment poles. She continued, stating Mr. Taylor inquired how to write up a 14.6 temporary attachment pole that was never submitted as 14.6 temporary attachments and is now jointly owned. Ms. Pranata inquired if the pole should be billed 4.0 or 4.1. After discussion, the members agreed that after 1 year if the temporary attachment pole has not purchased interest and was not submitted under section 14.6 it should be bill as an unauthorized attachment section 4.1A

Ms. Pranata stated the Committee staff has received some JPAs that are notated to bill another JPA first. She continued, stating most of the time the members notate another JPA needing to bill first on the first page but occasionally it will be notated later in the JPA (see attached). Ms. Hernandez inquired why the JPAs even have a note stating another JPA should bill first. She continued, stating the onus is on the submitting members to verify the JPA has already been billed.

Mr. Brown stated DWP is receiving JPAs with small font form Crown Castle (see attached). He continued, stating the font is difficult to read at that size and inquired if Crown Castle could enlarge the font of their JPAs. Mr. Serrato stated this was a margin issue and he would work to rectify the problem.

Mr. Hunter stated DWP is receiving JPAs with the wrong information on the proposed side of the JPA. He continued, stating the wrong information is causing extra work because of the time used to research the wrong information. After discussion, the members agreed that JPAs with wrong information should be sent back to the initiator.

Review of Action items/JPA Alerts.

- Ms. Pearson to send out current list of the foreign JPAs yet to final bill
- Mr. Wayne Brown to send out a list of 2015 priority poles
- Add section 18.7 to Discussion Calendar
- Edison's Customer Release Form targeted for 1st Quarter release date
- Ms. Hernandez to work on GUY pole and Communications pole examples, as well as example for Section 7.15
- Ms. Pearson to provide information regarding 18.7, 2.7E issues
- NG to work on margin and font size issue

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The Meeting adjourned at 12:20 p.m. until February 16, 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)
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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:~~

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- ~~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

For Section 4.0, make a Note 3 that says something like this.

NOTE 3: Some poles fail loading and need to be replaced so the new member can purchase interest into the pole. If this happens the existing owners have 30 days to propose a replacement schedule and to generate the section 7 & 4 JPA. It will be agreed upon that the 45 days for this new replacement JPA will be waived as agreement has already been inferred. The replacement schedule for the construction of the pole replacement must have timelines for the construction work to be complete within 60 days.

Kathleen Allen

From: Lupe Hernandez [Lupe.Hernandez@cableeng.com]
Sent: Wednesday, January 13, 2016 12:49 PM
To: Kathleen Allen
Subject: RE: Temp Attach NO JPA issued now staying in field.

This is good for discussion next week. My personal opinion, it should be 4.0. I would hope that the temp pole was upon agreement of the members and the paperwork just fell through the cracks.

Let's discuss next week.

Lupe Hernandez
JPA Manager
Cable Engineering Services
Office: 818-898-2352
Cell: 818-903-4553
Lupe.Hernandez@cableeng.com

From: Kathleen Allen [<mailto:kathleen@scjpc.net>]
Sent: Wednesday, January 13, 2016 12:14 PM
To: Lupe Hernandez <Lupe.Hernandez@cableeng.com>
Subject: Temp Attach NO JPA issued now staying in field.

Hi Lupe,

It's me again. I have another issue for you. Sorry! ☹ I have not come across this before so I am not sure exactly what to do. Kevin Taylor from VZ wants to know how to write up a JPA. Section 14.6 Temp Attach. However, the JPA was never submitted as 14.6 Temp Attach and now the pole is staying in field as joint. I do know longer than one year section 4.0 or 4.1 must be specify. Question 1 is how is that written up? Question 2 is how is that billed? Do I charge the Administrative fee of 1' AND the 4.0 or 4.1 OR is it just the 4.0 or 4.1? Hope that makes sense. Please let me know. Thank you.

Kathleen Allen
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kathleen@scjpc.net

POLE #	POLE LENGTH ANCHOR SIZE	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 reasons.</small>
			ANCHOR	DIRECT.	SCE		SCE	VZ			
							12KV				1 VZ to. Attach. Sec. 14.6
4062281E	45	89	FT			100	39-9 24-6		25-1		2 Monte Verde Rd SIS 1023' E/O C/L Via Puebla
											3
4062280E	45	89	FT			100	39-9 24-6		25-1		4 VZ to. Attach. Sec. 14.6 and place SVC Wire Riser. Sec. 3.4
											5 Monte Verde Rd SIS 1303' E/O C/L Via Puebla
											6
											7 VZ to. Attach. Sec. 14.6
4062279E	45	89	FT			100	39-9 24-6		25-1		8 Monte Verde Rd SIS 1633' E/O C/L Via Puebla
											9
											10 VZ to. Attach. Sec. 14.6 and place SVC Wire. Riser. Sec. 3.4
4063872E	45	88	FT			100	39-9 24-6		25-1		11 Monte Verde Rd SIS 1961' E/O C/L Via Puebla
											12
											13 VZ to. Attach. Sec. 14.6 and place guy 12.1A
4027587E	45	87	FT			100	39-9 24-6		25-1		14 Monte Verde Rd SIS 2293' E/O C/L Via Puebla
	3/4		S			100	50		50		15
											16
											17 VZ to. Attach. Sec. 14.6 and place guy 12.1A
4063870E	45	88	FT			100	39-9 24-6		25-1		18 Monte Verde Rd SIS 2466' E/O C/L Via Puebla
	3/4		2			100	50		50		19

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

ANCHOR LEGEND:
AR = ANCHOR REMOVED
AT = ANCHOR TRANSFERRED

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

Show Quantity of Items to be Billed in the Column of Party to be Paid.

GEOGRAPHICAL LOCATION
Temecula
COMMUNITY

SEP 11 2014

J.P. AUTH. NO. VZ5AW5-0457-14006

POLE #	POLE LENGTH ANCHOR SIZE	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 reasons.</small>
			ANCHOR DIRECT.	ANCHOR	SCE		SCE	VZ			
											VZ to attach Sec. 14.6
4317297E	45	96	FT		12KV			39-9 24-6	25-1		Monte Verde Rd S/S 239' W/O C/L Woolpert Ln
4063868E	45	88	FT		100			39-9 24-6	25-1		Monte Verde Rd S/S 77' E/O C/L Woolpert Ln
4063867E	45	88	FT		100			39-9 24-6	25-1		VZ to attach Sec. 14.6 and place guy 12.1A
	3/4		N					50	50		Monte Verde Rd N/S 342' E/O C/L Woolpert Ln
4066290E	45	88	FT		100			39-9 24-6	25-1		VZ to attach Sec. 14.6 and place SVC Wire riser Sec. 3.4
											Monte Verde Rd N/S 632' E/O C/L Woolpert Ln
4066289E	45	88	FT		100			39-9 24-6	25-1		VZ to attach Sec. 14.6
	3/4		E		100						Monte Verde Rd N/S 1025' E/O C/L Woolpert Ln

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

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

ANCHOR LEGEND:
 AR = ANCHOR REMOVED
 AT = ANCHOR TRANSFERED

Show Quantity of Items to be Billed in the Column of Party to be Paid.

GEOGRAPHICAL LOCATION
 Temecula
 COMMUNITY

SEP 11 2014

J.P. AUTH. NO. **VZ5AW5-0457-14006**

POLE #	POLE LENGTH ANCHOR SIZE	YEAR SET	POLE TREAT ANCHOR DIRECT.	RECORD		PROPOSED			ITEM NO.	LOCATION AND NATURE OF WORK <small>... If not in accordance with Joint Pole Agreement and Routine-stale reasons.</small>	
				SCE		SCE	VZ				
				12KV		12KV				1	VZ to Attach Sec. 14.6, place 48 fiber cable riser Sec. 3.4., and Place Guy Sec. 12.1A
4066288E	45	88	FT	100		39-9	25-1			2	Monte Verde Rd N/S 1301' E/O C/L Woolpert Ln
	3/4		E			50	50			3	
										4	
										5	VZ to Attach Sec. 14.6 and place guy Sec. 12.1A
4113841E	45	89	FT			39-9	25-1			6	Monte Verde Rd S/S 40' E/O C/L Via Puebla
	3/4		W	100		50	50			7	
										8	
										9	
										10	
										11	
										12	
										13	
										14	
										15	
										16	
										17	
										18	
										19	

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

ANCHOR LEGEND:
 AR = ANCHOR REMOVED
 AT = ANCHOR TRANSFERED

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

Show Quantity of Items to be Billed in the Column of Party to be Paid.

GEOGRAPHICAL LOCATION
Temecula
 COMMUNITY

SEP 11 2014

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. If Form 48 is not required, write "Form 48 Not Required" or "F48 N/R" on the Final. (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) (for Admin Board Discussion Wed 01/20/2016).

(internal note) Form 48 required:

- Sec 3
- Sec 4
- Sec 5.0

Form 48 NOT required:

- Sec 4.1 (you already attached)
- Sec 5.1 C
- Sec 13 (corr of records)

10/20/2015

**JOINT ATTACHMENT
NOTIFICATION OF G.O. 95 NON-CONFORMANCE**

The following condition type(s) has been identified during the normal course of business. Your company or company's tenant may have created a safety and / or reliability condition that could adversely affect power and communication systems. Provided is this notification so your company can take the appropriate action.

Date: _____

To: _____ From: _____

Pole No: _____ Associated JPA No: _____

Location: _____

CONDITION TYPE (*Check all that apply*) Pole Anchor Attachment Other

Extreme or very high fire threat zones: Yes No

A. NON-CONFORMANCE

Contact Name _____ Phone No. _____

Email _____

B. RESPONSE

Contact Name _____ Phone No. _____

Email _____

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

February 16th, 2016

A meeting of the Routine Revision Committee took place on the above date, at 11:20 a.m. at the Committee office. Those in attendance were:

Ms. Maria Ortiz	XO Communication
Mr. Larry Chow	Southern California Edison
Ms. Jessica Pearson	Southern California Edison
Ms. April Debarge	Southern California Edison
Mr. Wayne Brown	Southern California Edison
Ms. Luisa Felix	Southern California Edison
Mr. Joe Serrato	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Steve Brown	City of Los Angeles
Mr. Josh Mathisen	AT&T California
Ms. Kay Black	AT&T California
Mr. William Kearns	Verizon Ca, MCI / COMM / Metro
Mr. Bret Plaskey	Verizon Ca, MCI / COMM / Metro
Mr. Ed Loescher	Verizon Ca, MCI / COMM / Metro
Ms. Megan Stewart	Verizon Ca, MCI / COMM / Metro
Ms. Yvonne Johnson	AT&T Mobility
Ms. Lupe Hernandez	Teleport Communications America
Ms. Shawn Henderson	T-Mobile USA
Ms. Erica Sanchez	Extenet Systems
Ms. Mary Li	City of Anaheim
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. Lynn Prescott	Verizon Wireless
Ms. Maryam Farajzadeh	City of Vernon

Ms. Ortiz 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. Ortiz stated this is a standing agenda item and is to be discussed at every meeting. There were no issues with interpretation of the Routine Handbook. The members agreed to table this until the next Routine Revision meeting.

The third item on the agenda was **Item 1574: Review of Section 18**. Ms. Ortiz reopened discussion on the review of section 18.1 by reminding members that section 18.1D was ready for vote but members needed to agree on verbiage for sections 18.1E and 18.1F before section 18.1 could be voted on in its entirety. Ms. Hernandez stated sections 18.1E and 18.1F were waiting on the members to agree on the definition of a priority pole. She continued, stating once Verizon CA withdrew their request without prejudice for a new section regarding priority pole replacements, the members could keep the verbiage proposed by Mr. Eastwood. Mr. Chow stated the reason the number of priority replacements is decreasing is because often times a priority 1 pole can be remediated to a lesser priority and scheduled for replacement accordingly. Ms. Hernandez stated there was an issue with priority 1 poles not being placed in the same hole because of the costs associated with moving risers and the underground facilities to the new location. Mr. Kearns inquired if Edison would be willing to perform same hole-set replacements for priority 1 poles. He continued, stating replacing priority 1 poles in the same hole would eliminate the additional costs. Mr. Chow stated Edison would be willing to agree to replace priority 1 poles in the same hole. After discussion, the members agree to add sections 18.1D, 18.1E and 18.1F to the Discussions Calendar.

The fourth item on the agenda was **Item 1585: SCE Customer Release Form**. Mr. Chow reported that the Customer Release Form is still on target to be released at the end of the first quarter. 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. Ortiz reopened discussion by inquiring if the verbiage additions for sections 7.11F and 7.13 could be added to the Discussions Calendar now that the members agreed on priority pole same hole-set. Ms. Hernandez stated poles replaced prior to notification will only be accepted if they are priority poles or poles being replaced using section 7.6. She continued, stating all other poles that are replaced prior to notification would be billed under 7.13. Mr. Chow suggested that verbiage be memorialized in the Routine Handbook indicating the priority 1 poles will be replaced per the initiating member's definition of a priority 1 based on the schedule they report to the Commission. Ms. Hernandez suggested a chart be created stating each member's priority 1 replacement schedule. The members agreed to add a definition of priority poles in the glossary. (see attached). The members also agreed to add the priority poles proposed glossary verbiage, section 7.11F and 7.13 to the Discussion Calendar. The members agreed to table this item until the next Routine Revision meeting.

The sixth item on the agenda was **Item 1597: Review of Routine Handbook Examples**. Ms. Ortiz stated this is a standing agenda item to be discussed at every meeting. Ms. Ortiz stated she was still working to complete the examples for section 18. After discussion, the members agreed to table this item for until the next Routine Revision meeting.

The seventh item on the agenda was **Item 1603: Review of Section 2.7E**. Ms. Ortiz reopened discussion on the review of section 2.7E by reminding members that this was an issue of JPAs being submitted with 18.1 approval but the grade and space on the replacement pole is less than the space owned on the old pole. Ms. Hernandez stated section 18.1 dictates that the JPA will be final billed as written. She continued inquiring if the members believe that 2.7E is

still needed. Mr. Chow suggested the Committee staff bill JPAs as approved instead of as written. Ms. Hernandez stated if the purchasing members needed more space than was allotted on the automatically approved JPA, a correction of records would be issued by the purchasing member or a purchase of interest JPA would be initiated to rectify the issue. Mr. Mathisen inquired if the reallocation of space created a G.O. 95 infraction, what would happen if the space is no longer available for purchase. Ms. Hernandez stated the members responsible for the reallocation would need to correct the infraction. Mr. Mathisen stated AT&T has had issues where the new pole has lower grade and space than the old pole causing AT&T to not have the clearance that they need. He continued, stating he would check internally to see if there would be a problem with removing section 2.7E. After discussion, the members agreed to table this item for the next Routine Revision meeting

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

Ms. Ortiz stated she would provide an example for Section 7.15.

Ms. Black reopened discussion on AT&T needing to purchase interest on poles that need to be replaced due to overloading but Edison is denying the replacement requests by stating there has been no change in the situation. Ms. Black reminded members that this issue is preventing AT&T from providing service. The members reviewed Ms. Black's proposed verbiage (see attached). Mr. Brown stated the Department of Water and Power could not provide a specific timeframe due the circuits, the time of year, or the lack of personnel. After discussion, the members agreed to close this issue.

Mr. Brown stated the City of Los Angeles wants to put electric vehicle chargers on Department of Water and Power poles (see attached). He continued, stating the City of Los Angeles will start with a pilot program picking and choosing where these vehicle chargers will be located. Mr. Brown stated per G.O. 95 regulations, anything attached to the pole needs to have 9' clearance. Mr. Brown also presented the issue of fault current potentially causing safety issues. Mr. Chow stated because the City of Los Angeles is not a member of this committee they cannot add any attachments to any poles. He continued, stating all other owners of record on poles with the electric vehicle chargers, would be liable if something were to go wrong. After discussion, the members agreed that the City of Los Angeles could not attach to poles due to the created liability issues and because they are not a member of this committee. The members agreed to discuss this issue further at the Administrative Board meeting.

Ms. Hernandez stated a Committee staff member inquired if 4.1A or 4.1B should be used in association with section 7.7. She continued, stating the Committee discussed this issue and decided that 4.1B should be used but it was never voted on in the Administrative Board meeting. Ms. Hernandez stated because the initiating member found the unauthorized member attached, the current year penalty would apply. After discussion, Ms. Pranata stated she would inform the Committee staff that section 7.7 defaults to 4.1B.

Review of Action items/JPA Alerts.

- Add sections 18.1E ,18.1F 7.11F & 7.13 to the Discussion Calendar
- Ms Ortiz to continue working on example for section 7.15

Routine Revision – February 16, 2016

- Mr. Mathisen to internally discuss section 2.7E
- Mr. Brown to discuss the City of Los Angeles' request to install electric vehicle charges on Department of Water and Power poles
- Remove verbiage addition request from Ms. Black

The Meeting adjourned at 2:00 p.m. until March 15, 2016.

Ryan Jones, Committee Staff

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

7.6 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~~

For Section 4.0, make a Note 3 that says something like this.

NOTE 3: Some poles fail loading and need to be replaced so the new member can purchase interest into the pole. If this happens the existing owners have 30 days to propose a replacement schedule and to generate the section 7 & 4 JPA. It will be agreed upon that the 45 days for this new replacement JPA will be waived as agreement has already been inferred. The replacement schedule for the construction of the pole replacement must have timelines for the construction work to be complete within 60 days.

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

March 15th, 2016

A meeting of the Routine Revision Committee took place on the above date, at 10:55 a.m. at the Committee office. Those in attendance were:

Ms. Maria Ortiz	XO Communication
Mr. Larry Chow	Southern California Edison
Ms. Jessica Pearson	Southern California Edison
Ms. April DeBarge	Southern California Edison
Mr. Wayne Brown	Southern California Edison
Ms. Brenda Davis	Southern California Edison
Mr. Richard LaBarge	Southern California Edison
Mr. Steve Brown	City of Los Angeles
Mr. Josh Mathisen	AT&T California
Ms. Kay Black	AT&T California
Ms. Manijeh Carmichael	AT&T California
Mr. William Kearns	Verizon Ca, MCI / COMM / Metro
Mr. Bret Plaskey	Verizon Ca, MCI / COMM / Metro
Mr. Ed Loescher	Verizon Ca, MCI / COMM / Metro
Ms. Lynn Prescott	Verizon Wireless
Ms. Yvonne Johnson	AT&T Mobility
Ms. Lupe Hernandez	Teleport Communications America
Ms. Shawn Henderson	T-Mobile USA
Mr. Wilson PARRALES	T-Mobile USA
Ms. Mary Li	City of Anaheim
Ms. Angela Pranata	SCJPC Staff
Ms. Kathleen Allen	SCJPC Staff
Mr. Ryan Jones	SCJPC Staff

Those attending via teleconference were:

Ms. Alicia Smith	Sprint/Nextel Sprint Communications
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Ms. Ortiz 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. Ortiz stated this is a standing agenda item and is to be discussed at every meeting. There were no issues with interpretation of the Routine Handbook. Ms. Ortiz inquired if members were making progress addressing the foreign JPA list that Ms Pearson sent out. Ms. Pearson stated there were

around 130 JPAs between all the members that have not bill billed for the 2006-08 years. The members agreed to table this until the next Routine Revision meeting.

The third item on the agenda was **Item 1574: Review of Section 18**. Ms. Ortiz stated this item was scheduled to be on the consent calendar at the Administrative Board meeting. The members agreed to table this item.

The fourth item on the agenda was **Item 1585: SCE Customer Release Form**. Mr. Chow presented a finalized Customer Release form (see attached). Mr. LaBarge stated the form began circulation as of March 1 2016. He continued, stating the form will be used for the billable items under sections 3.10, 5.10, 7.10, or 12.10. Mr. LaBarge noted that the information only goes on the JPA if the customer releases that information, if they do not release the information it will also be notated on the form. Ms. Black inquired if Edison could refuse to do business with the customer if they were not willing to release their information. Mr. LaBarge stated Edison would not deny business because a customer would not release information. Mr. Chow stated if the customer refused to release their information Edison could only provide other owners with the customers address. Ms. Black stated if the customer denies the release of information it leaves members in the same happenstance of denying JPAs. She continued, inquiring if Edison knows the customer does not intend to release their information can they contact the other owners so they can price out their work and submit it as a special agreement section 1.2 and have Edison bill the customer for it. Mr. LaBarge stated the way the design management works is that it bills in association to the price of the invoice. Mr. Chow stated Edison's planners are instructed to inform customers that all of the work will not be completed unless the customer contacts all the appropriate parties on the poles. Mr. Chow also stated that the planner notifies the members that all the other members on the pole will be charging the customer each separately for the work performed. Ms. Black suggested the use of a Form 10, stating the customer would fill out the Form 10 and send it to all owners of record. Mr. Chow stated Edison would need point of contact on an address by address basis in order to facilitate a Form 10. After discussion, the members agreed to close this item.

The fifth item on the agenda was **Item 1587: Review of Section 7.6, 7.11, &7.13**. Ms. Ortiz reminded members this item was on the Consent Calendar for the Administrative Board meeting. The members agreed to table this item.

The sixth item on the agenda was **Item 1597: Review of Routine Handbook Examples**. Ms. Ortiz stated this is a standing agenda item to be discussed at every meeting. Ms. Ortiz stated she was still working to complete the examples for section 18. After discussion, the members agreed to table this item for until the next Routine Revision meeting.

The seventh item on the agenda was **Item 1603: Review of Section 2.7E**. Ms. Ortiz reopened discussion on the review of section 2.7E by reminding members that this was an issue of JPAs being submitted with 18.1 approvals but the grade and space on the replacement pole is less than the space owned on the old pole. Ms. Ortiz inquired if Mr. Mathisen was able to inquire internally to see if there would be an issue with the removal of section 2.7E. Mr. Mathisen stated his concern when a pole gets replace and their top grade is lower than it needs to be to make road crossings. He continued, stating as of now it is not an issue but will monitor it

going forward. After discussion, the members agreed to remove section 2.7E. The members agreed to add this item to the discussions calendar for the Administrative Board meeting.

The eighth item on the agenda was **Item 1607: Priority 1 Pole definition and Time Frames**. Ms. Ortiz reminded members that the glossary verbiage created was to be on the consent calendar for the Administrative Board meeting (see attached). Ms. Ortiz requested each member to provide their definition and timeframes for priority 1 poles. The members agreed to table this item for the next Routine Revision meeting.

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

Ms. Ortiz stated she was still working to provide an example for Section 7.15.

Ms. Black reopened discussion on AT&T needing to purchase interest on poles that need to be replaced due to overloading but Edison is denying the replacement requests by stating there has been no change in the situation. Ms. Black reminded members that this issue is preventing AT&T from providing service. The members reviewed Ms. Black's proposed verbiage (see attached). Mr. Brown stated the Department of Water and Power could not provide a specific timeframe due the circuits, the time of year, or the lack of personnel. After discussion, the members agreed to close this issue.

Ms. Allen inquired if sections 5.1D and 5.4 should default to 4.1B pricing just like section 7.7. The members agreed that both section 5.1D and 5.4 should default to 4.1B pricing for the unauthorized attachment.

Ms. Allen inquired if no indicator is written in on the JPA indicating how many or which member to charge an item number should the committee staff question it (see attached). Ms. Hernandez stated the committee staff should bill the JPA as written, if no indicator was written the item number should not be billed. She continued, stating if the initiating member forgot to include the indicator they would need to issue a correction of records JPA to rectify the issue. After discussion, the members agreed the committee staff should bill the JPA as received. The members agreed to create a JPA Alert reminding members that indicators need to be written in or they will not be billed.

Review of Action items/JPA Alerts.

- Review of section 18 on Consent Calendar
- Review of sections 7.11 & 7.13 on Consent Calendar
- Edison's Customer Release form is in effect
- Ms. Ortiz to continue working on examples
- Members to provide definition and timeframes for Priority 1 poles

The Meeting adjourned at 11:45 a.m. until April 19, 2016.

Ryan Jones, Committee Staff

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

7.11 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. Section 7.13 applies only if Form 2 is not issued within 45 days. (revised 02/16/2016 for Admin Board 02/17/2016 Effective when 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 January 2012).~~ (revised 02/16/2016 for Admin Board 02/17/2016 Effective when approved).

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SCJPC Form - JP2

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

Date Sent _____ Confirming Agreement _____ In Field By Telephone Est. Const. Start _____ No. of Pages _____ J.P. Auth.No. _____

UTILITY	REPRESENTATIVE	DISTRICT-DIVISION-EXCHANGE	APPROVED	TAXING INSTRUCTIONS	ACCOUNTING DATA

POLE NO.	Pole Length Barber Size	Year Est	Record				Proposed				Item No.	LOCATION AND NATURE OF WORK <small>If not in accordance with Joint Pole agreement and routine-state reasons.</small>
			Pole Tot Clear	Barber Dist.								
												1
												2
												3
												4
											5	Confidential Customer Data
											6	
											7	
											8	Customer Name: John Doe
											9	Address: 123 Main St. Orange, Ca 92678
											10	Phone #: 714-999-999
											11	OR
											12	Customer Refused to Release Customer Data

GLOSSARY

DEFINITIONS

A. Locations For Replacement Poles:

(1) Hard-North(South/East/West): Setting a new pole against the existing pole in the direction specified.

(2) One foot (any direction): Setting a replacement pole a specified number of feet (any direction) measured face to face.

(3) Same area: Designated general area for pole placement when the exact final location is not critical.

(4) Same hole: Setting a replacement pole in the same hole as the original pole.

B. Property Line - North (South/East/West)

Designates that line separating different properties or the perimeter of an owned property. The direction is viewed from the pole access location. (See Section 15.4)

C. Service Drops

Service drops are the conductors between the building or structure served and the adjacent line pole. (See Section 11.0)

D. Pole Space

(1) A - Electrical Safety Clearance Zone: Jointly owned vertical pole space required by General Order 95, Rule 38, to safely separate facilities in alignment with Section 19.2 (January 2010)

(1) B - Antenna Safety Clearance Zone: Jointly owned vertical pole space of two feet required by General Order 95, Rule 94 to safely separate facilities from an antenna. (See Section 16.1-B) (January 2010)

(2) Encroachable Safety Zone: Portion of the Safety Clearance Zone which may be purchased when allowed in accordance with General Order 95 after taking the appropriate safety precautions. (See Section 4.3, 19.2)

(3) Supporting Structure Space: Supporting structure space is that jointly owned vertical pole space below the lowest attached line or cable.

(4) Common Area or Shared Space or Non-Useable Footage: Includes Safety Clearance Zone, Pole Butt, and Supporting Structure Space.

This space can be used for the placement of risers, guys, switches, metering equipment, or other items that comply with General Order 95.

(5) Useable Space: Vertical pole space specifically available to a Member for placement of their facilities, or portions of the Encroachable Safety Zone which have been properly occupied in accordance with Sections 4.3 and 19.2.

E. Equipment

(1) Terminal: A fused termination point that connects communication conductors to service drop(s).

(2) GUYS

(a) Span Guy: All overhead guys (pole to pole, arm to arm, arm to pole.)

(b) Down Guy: Guy connected from pole to anchor rod.

(c) Sidewalk Guy: Guy connected from pole to pipe brace to anchor rod (January 2012).

F. Approved Maintenance Program

An Approved Maintenance Program will be one that was presented to the Administrative Board, and approved through the normal voting process, as outlined in the current Agreement.

G. Revisions

Changes in Routine Handbook sections and Authorized Costs. Date changes will be noted in parenthesis following text, or cost changes, additions, or deletions.

H. Pole Definitions

- 25 Years (Useful life of a pole): To determine which replacement Section of the SCJPC Routine Handbook to use (7.11 or 7.3), the SCJPC Administrative Board determined that the useful life of a pole is 25 years.
 - For replacement of a pole 25 years or older, use Section 7.11.
 - For replacement of a pole less than 25 years old and found to be unfit for service, use Section 7.11.
 - For replacement of a pole less than 25 years old and found to be fit for service, use Section 7.3.
(Added January 2014)

- Clearance Pole: A pole placed exclusively to provide clearance from ground level to facilities. May be placed to increase or maintain horizontal clearances between dissimilar facilities. May be Solely owned or Jointly owned. May or may not have Tenant contact or shared under a Joint Use Agreement. Include poles interest/underset for like clearance purposes.
- Customer's Temporary Pole: Temporary poles used for secondary power, and communications or commercial and private job sites. Typically are 6"x8"x12' painted lumber and are provided, erected and removed by developer's customer.
- Cut and Kick: The construction procedure that includes the clearance of the top portion of the pole, cutting and moving the top portion of the pole over, supporting the remaining section of the pole, and pulling the butt. (Added April 2013)
- Distribution Pole: A utility pole utilized for Supply Voltages in excess of 5,000V but less than 60KV. May be solely Owned or Jointly Owned. May or may not have Tenant Contact or shared under Joint Use Agreement.
- Farmers/Private Pole: A pole set and maintained by a private party.
- Guy Pole: A pole utilized for guying only. If pole has facilities attached other than Guys the pole no longer fits criteria for Guy Pole. This includes attachment by Communications or Tenant for Clearance or Supply attachments via pole top extension. Note: all poles are subject to the placement and utilization of guys.
- Interset Pole: A pole placed (set) between two existing poles in an existing lead.
- Joint Owned Pole: A utility pole which is legally owned by more than one party. Predominance of Joint Poles in California are administered under the Northern California Joint Pole Association (NCJPA) and the Southern California Joint Pole Committee (SCJPC). Joint Ownership is established via the Joint Pole Process and finalized on the Form 44, "Bill of Sale", issued in conjunction with Monthly Accounts Billing Cycle and recorded as Jointly Owned.
- Power Pole: A pole used primarily for L, H, and T Class Circuits. May or may not be misused in context.
- Priority Pole: [Each utility defines priority poles and timelines through its maintenance program that include identification of priority poles that require immediate corrective action due to significant safety and/or reliability risks. \(added 02/16/2016 Present Admin Board 02/17/2016\)](#)
- Push Brace Pole: A pole utilized for Guying only. Pole is designed to push against another pole. Used in locations where it is physically impossible or uneconomic to place and maintain down guys or anchor rods. Occasionally used to comply with existing Rights-of-Way restrictions.
- Service Pole: A pole in a lead on private property or public way, which supports Supply or Communication Service to service connection. May be Solely Owned, or Jointly Owned. May or may not have tenant contact, or shared under Joint Use Agreement.
- Solely Owned Pole: A utility pole which is 100% owned by one utility, municipality or other party. May or may not have a tenant or other rental contact in place. May or may not be shared with another utility administered by a valid Joint Use Agreement.
- Telephone Pole: A pole used primarily for C Class Circuits. May or may not be misused in context.
- Temporary Pole: A pole set for temporary use Section 3.5. Often used in conjunction with Development and Public Requirement Projects. May or may not have Tenant Contact or shared under a Joint Use Agreement. Includes poles interest/underset for like purpose. Temporary poles by agreement are for periods of one (1) year or less.
- Transmission Pole: Utility pole utilized for Supply Voltages in excess of 60KV or above. May be Solely Owned, or Jointly Owned. May or may not have tenant contact, or shared under a Joint Use Agreement.

Formatted: List Paragraph, No bullets or numbering, Tab stops: Not at 0.2"

Note: See General Orders 95 (G.O. 95) Rule 22.1
for more pole definition

Date Prepared 3/21/2014 In Field By Telephone

Date Sent 4/16/2014 Confirming Agreement Date Completed FEB 22 2016 No. of Pages 1 OF 4 J.P. Auth. No. E6030-405986021

SCE USE ONLY		
BC	AMT	SO

COSTS and BILLING DATA

BILLING CODES
 1. PLACED CURRENT YEAR
 2. PLACED PRIOR YEAR
 3. UNAUTHORIZED ATTACHMENT
 4. SALVAGE VALUE
 5. AUTHORIZED COSTS

UTILITY	REPRESENTATIVE	DISTRICT-DIVISION-EXCHANGE	APPROVED	TAXING INSTRUCTIONS	ACCOUNTING DATA
E	RYAN SMITH	FOOTHILL	DAVID MORASSE	FONTANA	TD# 818549 700113 29F
HSO			18.1D		

BILL NO. 1602

12 POLE NO.	Pole Length Anchor Size	Year Set	Pole Treat Class Anchor Direct.	Record				Proposed				Item No.	LOCATION AND NATURE OF WORK If not in accordance with Joint Pole agreement and routine-state reasons.	BILL CODE	AMOUNT DUE		ACCOUNTING DIRECTIONS:
				12KV E	HSO			12KV E	HSO						UTILITY E TOTAL AMT	UTILITY H TOTAL AMT	
772766E	45	48	FT 4	39-10	23-5			LTD PB					E TO REPLACE PER SECTION 7.4, 7.11, 10.8, 13.3, 19.6	1			
								C-10					CEDAR AV P/P 130' E 50' S/O 6TH ST	2	5	319	40
								1/2(1)			19B		CUT & KICK	4	5	784	
								2			83		PHONE / CATV	5	5	232	
														6			
772766E	45	14	FT 4					39-9					CEDAR AV P/P 130' E 50' S/O 6TH ST	7	1		
								TN-24						8			
								1/2(1)			10B			9	5		
											78A			10			
														11			
														12			
														13			
														COL TOT			

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 REMOVED
 AT = ANCHOR TRANSFERRED

Show Quantity of Items to be billed in the Column of Party to be Paid.

GEOGRAPHICAL LOCATION
 SAN BERNARDINO
 RIVERSIDE
 COMMUNITY

FORM 48 9/19/2014 11/3/2014

PAGE TOTAL

MV

PRELIMINARY JPA REVIEWED BY AGENT:
 ALICIA GALLEGOS

BILL NO. 11-15-615, 868
 PAGE NO. 1

FINAL AUTHORIZATION FOR JOINT POLE TRANSACTION

J.P. FORM 2-1 Rev 07/13

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

Date Prepared 8/2/2012
 Date Sent 8/10/2012
 In Field

By Telephone
 Date Completed OCT 12 2015
 No. of Pages 1

J.P. Auth No NG1006-01-007

COSTS and BILLING DATA

- BILLING CODES**
 1. PLACED CURRENT YEAR
 2. PLACED PRIOR YEAR
 3. UNAUTHORIZED ATTACHMENT
 4. SALVAGE VALUE
 5. AUTHORIZED COSTS

UTILITY	REPRESENTATIVE	DISTRICT-DIVISION-EXCHANGE	APPROVED	TAXING INSTRUCTIONS	ACCOUNTING DATA
E	June Santiago	SANTA BARBARA	ADRIAN VALDEZ	GOLETA	700198
VZ	Jeffrey Hartman	SANTA BARBARA	L. VAIL	SANTA BARBARA	9P012 JP
NG	John Schweers	SAN JOSE	JOE SERRATO	SANTA BARBARA	MAP # 6063-1980

BILL NO. 615

POLE NO.	Pole Length	Year Set	Pole Treat 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>	AMOUNT DUE		ACCOUNTING DIRECTIONS:	
				E	VZ			E	VZ		NG			BILL CODE UTILITY TOTAL AMT	BILL CODE UTILITY TOTAL AMT		
4579022E	45	05	FT / CL3	39 - 10 21 - 3	23 - 2			4KV .49	C .27		.24	23 - 1	NG TO PURCHASE SEC 4.0 & PL (2) ANC SEC 3.0	1			
	1 1/4"		S									ALL	NG TO PLACE ANCHOR	3			
	1 1/4"		W									ALL	NG TO PLACE ANCHOR	4			
	3/4"		S	.50	.50			.50	.50					5			
													NG TO PLACE 16M DOWN GUY	6			
													NG TO PLACE GUY GUARD	7			
													NG TO PLACE 16M DOWN GUY	8			
													NG TO PLACE GUY GUARD	9			
														10			
														11			
														12			
														13			

AMOUNT DUE	
UTILITY <u>E</u> TOTAL AMT <u>262</u>	UTILITY <u>NG</u> TOTAL AMT <u>0</u>
AMOUNT	AMOUNT

POLE LEGEND:
 P = PULL (Item 5A)
 PB = PULL BUTT
 T = TRANSPORT (Item 5B)
 S = SALVAGE
 D = DISPOSE (Item 5D)
 TN = TENANT

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

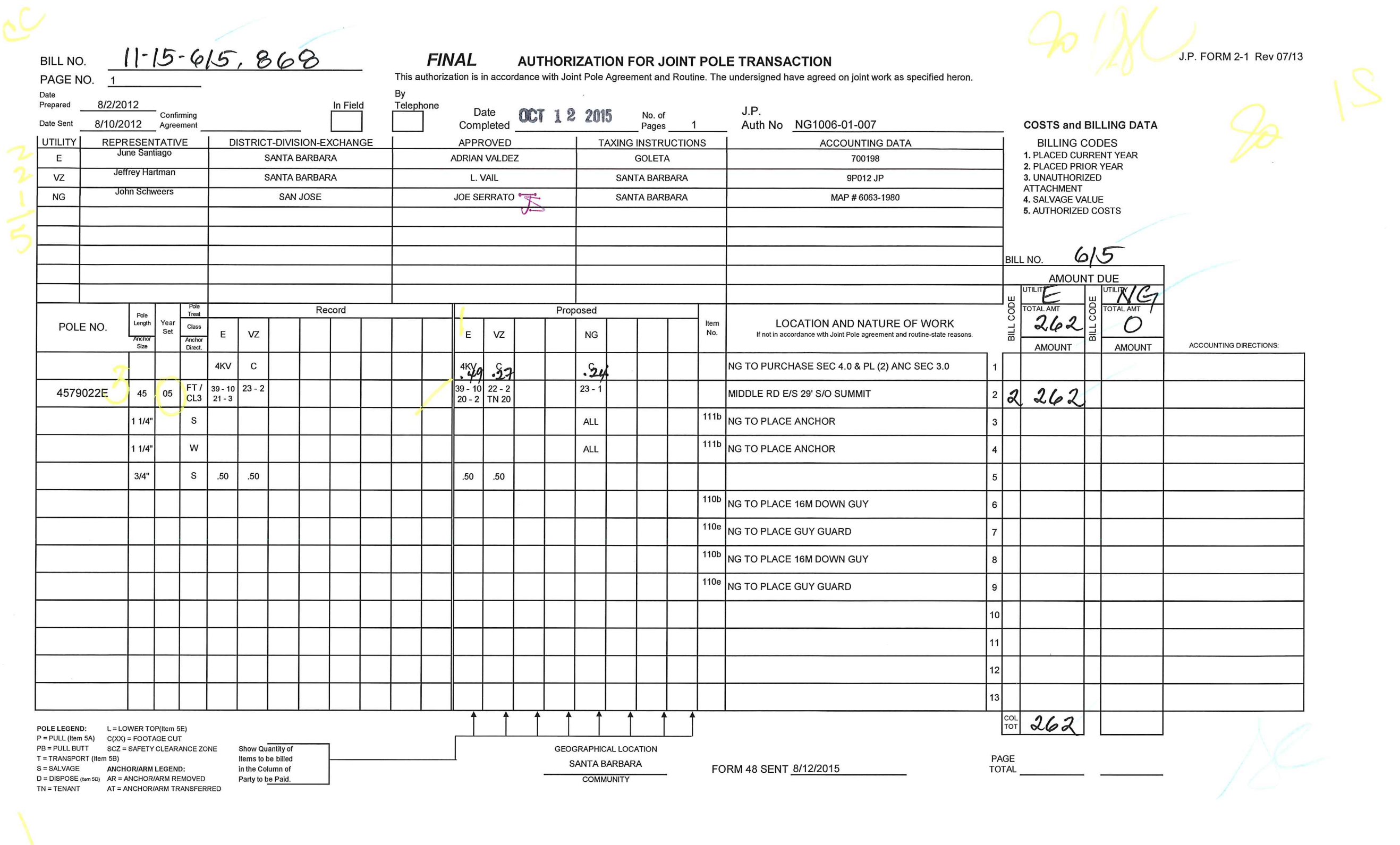
Show Quantity of Items to be billed in the Column of Party to be Paid.

GEOGRAPHICAL LOCATION
SANTA BARBARA
 COMMUNITY

FORM 48 SENT 8/12/2015

PAGE TOTAL _____

COL TOT 262



COSTS and BILLING DATE

BILL NO. 11-15-868

FINAL

BILLING CODES

- 1. PLACED CURRENT YEAR
- 2. PLACED PRIOR YEAR
- 3. UNAUTHORIZED ATTACHMENT
- 4. SALVAGE VALUE
- 5. AUTHORIZED COST

J.P. AUTH. NO. NG1006-01-007

BILL NO. 868

AMOUNT DUE			
BILL CODE	UTILITY	BILL CODE	UTILITY
	NG		VZ
	TOTAL AMT		TOTAL AMT
	0		219
	AMOUNT		AMOUNT
1.			
2.		2	219
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
COL			219
TOL			

BILL NO.

AMOUNT DUE			
BILL CODE	UTILITY	BILL CODE	UTILITY
	TOTAL AMT		TOTAL AMT
	AMOUNT		AMOUNT
1.			
2.			
3.			
4.			
5.			
6.			
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8.			
9.			
10.			
11.			
12.			
13.			
COL			
TOL			

BILL NO.

AMOUNT DUE			
BILL CODE	UTILITY	BILL CODE	UTILITY
	TOTAL AMT		TOTAL AMT
	AMOUNT		AMOUNT
1.			
2.			
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11.			
12.			
13.			
COL			
TOL			

BILL NO.

AMOUNT DUE			
BILL CODE	UTILITY	BILL CODE	UTILITY
	TOTAL AMT		TOTAL AMT
	AMOUNT		AMOUNT
1.			
2.			
3.			
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12.			
13.			
COL			
TOL			

BILL NO.

AMOUNT DUE			
BILL CODE	UTILITY	BILL CODE	UTILITY
	TOTAL AMT		TOTAL AMT
	AMOUNT		AMOUNT
1.			
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11.			
12.			
13.			
COL			
TOL			

ACCOUNTING DIRECTIONS:

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

April 19th, 2016

A meeting of the Routine Revision Committee took place on the above date, at 1:20 p.m. at the Committee office. Those in attendance were:

Ms. Maria Ortiz	XO Communication
Mr. Larry Chow	Southern California Edison
Ms. Jessica Pearson	Southern California Edison
Ms. Arlie Sanchez	Southern California Edison
Mr. Wayne Brown	Southern California Edison
Ms. Brenda Davis	Southern California Edison
Mr. Richard LaBarge	Southern California Edison
Mr. Steve Brown	City of Los Angeles
Mr. Christopher Cravens	City of Los Angeles
Mr. Josh Mathisen	AT&T California
Ms. Kay Black	AT&T California
Mr. William Kearns	Frontier Communications
Mr. Bret Plaskey	Frontier Communications
Mr. William Schrader	Frontier Communications
Mr. Ed Loescher	Frontier Communications
Ms. Lynn Prescott	Verizon Wireless
Ms. Yvonne Johnson	AT&T Mobility
Ms. Lupe Hernandez	Teleport Communications America
Ms. Shawn Henderson	T-Mobile USA
Mr. Joes Serrato	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Angela Pranata	SCJPC Staff
Ms. Kathleen Allen	SCJPC Staff
Mr. Ryan Jones	SCJPC Staff

Those attending via teleconference were:

Ms. Alicia Smith	Sprint/Nextel Sprint Communications
Mr. Chris Manning	Extenet Systems

Ms. Ortiz 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. Ortiz stated this is a standing agenda item and is to be discussed at every meeting. There were no issues with the interpretation of the Routine Handbook. The members agreed to table this until the next Routine Revision meeting.

The third item on the agenda was **Item 1597: Review of Routine Handbook Examples**. Ms. Ortiz stated this is a standing agenda item to be discussed at every meeting. Ms. Ortiz stated the Routine Handbook contained an example showing a communication member relinquishing interest to a power member but not an example of a power member relinquishing interest to a communication member. Ms. Ortiz queried the members to discern if there was any interest in creating an example for when power members relinquish interest to communication members. After discussion, the members agreed to create an example for when power members relinquish interest to communications members. The members also agreed to table this item for until the next Routine Revision meeting.

The fourth item on the agenda was **Item 1603: Review of Section 2.7E**. Ms. Ortiz reopened discussion on the review of section 2.7E by reminding members that this item was to be voted on at the Administrative Board meeting. Ms. Pranata inquired if section 2.7E was approved for deletion, when it would become effective. Ms. Hernandez stated if section, 2.7E is removed then section 18.1 would no longer have the same grade and same space requirements. She continued stating, if a JPA was issued prior to the agreement of the removal of section 2.7E where the communication member is receiving less space than on the old pole, it too should be allowed to be final billed without issue. After discussion, the members agreed that there would be no effective back date and that all 18.1D JPAs were to be accepted moving forward no matter the date sent or grade and space.

The fifth item on the agenda was **Item 1607: Priority 1 Pole definition and Time Frames**. Ms. Ortiz reopened discussion on the Priority 1 poles definition and timeframes by reminding members that they need to continue submitting their company's priority scheduling timeframes. Ms. Pranata reported that City of Burbank, Edison, and LA Department of Water and Power were the only members that have submitted their Priority pole definitions and timeframes. After discussion, the members agreed to table this item for the next Routine Revision meeting.

The sixth item on the agenda was **Item 1608: Form 48 Redesign**. Ms Ortiz opened discussion on this item by reminding members this was an attempt to redesign the Form 48 to include additional information and track construction correspondence. Mr. Chow stated this issue came about with the lack of Form 48s Edison is receiving for construction that is complete. Ms. Hernandez stated when Edison performs work for another member, it is the responsibility of that member to verify Edison's work and then submit a Form 48 to the necessary parties acknowledging the work Edison performed is complete and acceptable. Ms. Black inquired if there was an electronic platform to submit and track Form 48s. She continued stating, the current process does not allow a way to track if Form 48s are being submitted. Mr. Chow stated Edison has an inbox that can possibly be used to track Form 48s as this inbox already receives JPA associated forms. He continued stating, if the current inbox was unavailable Edison may be willing to create a dedicated inbox to track Form 48s. Mr. Chow stated he would discuss this issue internally. After discussion, the members agreed not to make any changes to the Form 48. The members also agreed to close this item.

The seventh item on the agenda was **Item 1609: JP Form and Timelines**. Ms. Black stated this item was to discuss the timelines currently in place and if they fit with today's volume of work. Mr. Chow stated he believed the buddy pole issue was the driving force behind this issue. He continued stating, different jurisdictions requested that the buddy poles be removed anywhere between 2 weeks and 10 months depending on the jurisdiction. The members agreed to review the timeframes associated with Form 2, Form 48, and Form 7 to see if additional time could be added. Ms. Ortiz inquired if any of the members had an issue with increasing the timeframe associated with a Form 2 from 45 to 60 days. Mr. Chow stated he was informed that Edison would not agree with the increase in the timeframe. He continued stating, an extension could be granted in scenarios where additional time is required. Ms. Hernandez stated there were past times when Edison denied extension requests. Mr. Chow stated Edison will try and work with members to provide adequate time for future extension requests. Ms. Hernandez stated if construction has not begun, changes should still be accepted even if after the timeframe has expired. Mr. Chow agreed and stated this issue would need to be discussed internally to work out a process. Mr. Wayne Brown stated once the timeframe expires and construction has not begun, the process of construction has started and the parties that could make changes no longer have the power to do so. Ms. Hernandez stated if changes are denied, there needs to be a valid reason as to why the changes are being denied. The members agreed that changes cannot be denied simply because the timeframe has expired. Ms. Hernandez inquired if members wanted to discuss the definition of the 45 day timeframe. Mr. Chow stated the 45 day timeframe came about to put definition to automatic approval. Ms. Ortiz inquired if the 45 day timeframe for Form 48s was still acceptable to the members. Mr. Chow noted that the timeframe is 60 days for construction and 45 days for billing. Ms. Black suggested the Form 48 timeframe be increased to minimum of 120 days due to the high volume of work and requirements associated with construction. Ms. Ortiz inquired if the 15 day timeframe associated with Form 7 was still acceptable to the members. Ms. Black stated even though there is a 15 day timeframe associated with the Form 7, she cannot remember having a Form 7 denied because of a timeframe issue. The members agreed to discuss internally to see if additional time is needed to address Form 7s. After discussion, the members agreed to discuss the proposed timeframes internally to see if the proposed times work for each member. The members also agreed to table this item for the next Routine Revision meeting.

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

Ms. Ortiz stated she was still working to provide an example for Section 7.15.

Mr. Wayne Brown stated Edison is receiving Form 7s indicating to hold billing until corrections were made. He continued stating, once the issues are resolved, the members who issued the Form 7s, are not issuing a new Form 7 acknowledging that the JPA is now ok to be billed. Mr. Chow inquired if Edison received a Form 7 resolving all of the issues but the Form 7 initiator failed to send a carbon copy to the Committee office, could Edison forward their copy the Committee office to allow the JPA to be billed. Ms. Pranata stated the Committee staff would accept the members forwarding Form 7s showing the issues are resolved as long as the Form 7s are issued by the members that originally requested to hold billing. After discussion, the members agreed to add verbiage in the Routine Handbook indicating that once the issue is resolved, the initiator of the Form 7 must notify the SCPC on a Form 7 of approval to process the

final (see attached). After discussion, the members agreed to discuss this issue further at the Administrative Board meeting.

Ms. Ortiz reported that the members would be reviewing section 8. The members agreed to create **Item 1610: Review of Section 8 & Item 11**. The members agreed to table discussion for until the next Routine Revision meeting.

Ms. Hernandez inquired if a Form 9 was sent to place a riser and the riser is no longer needed, should another Form 9 be sent cancelling the placement of the riser. The member agreed that a Form 9 should be sent to cancel the placement of the riser.

Mr. Chow requested clarification on the verbiage in section 18.1C. Mr. Chow continued inquiring if a Form 7 can be used to correct pole material type. Mr. Chow inquired if the members would need to re-field check poles that are alternative pole types. He continued, stating that Edison is working on a project where they would like to use sectional composite fiberglass poles instead of using a crane-set pole. Mr. Brown stated the Department of Water and Power views fiberglass poles with the same safety factors as wood and would not need to re-field-check the poles unless the alternative pole type was cement or steel. After discussion, the members agreed to discuss internally to see if a Form 7 can be used to change the pole material type.

Ms. Black requested the implementation of a timeline that outlines from the Form 2 to construction initiation. Ms. Black stated that after the 61st day, construction can begin and the construction team has 18 months before they are required to send back a Form 48. She continued stating, because of all of the buddy poles, the CPUC believes there is a breakdown in the process causing the buddy pole backup. Ms. Black stated that during the 18 month timeframe, the buddy poles are unknown to her team until the Form 48 is received. She continued stating that there needs to be a way to track the progress before the end of the 18 month timeframe. The members agreed to table this discussion for the next Routine Revision meeting.

Review of Action items/JPA Alerts.

- Members to vote on deletion of section 2.7E at Administrative Board meeting
- Ms. Ortiz to remind members to submit Priority 1 definitions and timeframes
- Ms Ortiz to remind members if Form 7 issues are resolved to CC the SCJPC
- Members to discuss internally the proposed timeframes for JP Forms
- Discuss Section 8 and Item 11 at the next Routine Revision meeting
- Ms. Ortiz and Ms. Johnson to work on Example for section 7.15
- Member to internally discuss the use of a Form 7 to change pole material type

The Meeting adjourned at 2:45 p.m. until May 17, 2016.

Ryan Jones, Committee Staff

MEMORANDUM NOTICE OF JOINT POLE WORK - FORM 48
EXAMPLE 20

FORM 48

MEMORANDUM NOTICE OF JOINT POLE WORK
IMPORTANT - Note correct Operation and provide details accurately.

FIELD USE: FORM 48 DATE PREPARED: 3/13/2012 JPA NUMBER: M-226949

OFFICE USE: FORM 48 DATE SENT: 3/14/2012 JPA DATE SENT: 9/2/2011

UTILITY CODE

From: M Name: D.A. BOLT Phone number: (310) 555-9999

UTILITY CODE

To: HLA Name: WALKER

UTILITY CODE

To: _____ Name: _____

To: _____ Name: _____

To: _____ Name: _____

To: _____ Name: _____

To: _____ Name: _____

To: _____ Name: _____

To: _____ Name: _____

To: _____ Name: _____

To: _____ Name: _____

OPERATION No.

1. Change removal agreement.
2. Add item for hand-dig, **specify nature of conflict in remarks.**
3. Add item for topping a pole, **when not on JPA.**
4. Transfer has been completed.
5. Make your temporary attachments permanent on new pole.
6. Anchor has been installed/replaced; attachments should be made.
7. Our attachments have been removed; pole may be renumbered (**only applies to base owner**).
8. New pole location changed, specify nature of conflict and new location in remarks (**substructure conflict only**).
9. Our transfer has been completed; pole may be pulled (i.e. MITC poles, **alternative to wood poles**).
10. All work completed based on Form 7 dated: _____
11. Work completed **ONLY** on poles listed below.
12. Our work has been completed. **Must list poles below.**
13. Records only-Initiate billing (**purchase/relinquishment**).

POLE LEGEND: P = FULL L = LOWER TOP
PB = FULL BUTT U(XX) = UTILITY CODE (FOOTAGE CUT)
T = TRANSPORT SCZ = SAFETY CLEARANCE ZONE
S = SALVAGE ANCHOR/ARM LEGEND:
D = DISPOSE AR = ANCHOR/ARM REMOVED
TN = TENANT AT = ANCHOR/ARM TRANSFERRED

J.P. Auth.		Pole No. (Required)	Operation No. (Required)	Utility Code				POLE CUT U(XX)	ADD Item #	Remarks/changes
Page No.	Line No.			PTD	PB	LTD	HAND DIG			
1	4	1234M	1	H						
1	4	1234M	3					M(10)	1/2(1) 5C	
1	4	1234M	9							
1	4	1234M	12							
1	9	5678M	2				M		1/2(1) 9A (Type reason here)	
1	9	5678M	6, 12							

REMARKS: _____

(March 2012)

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

May 17th, 2016

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. Maria Ortiz	XO Communication
Mr. Joes Serrato	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Larry Chow	Southern California Edison
Ms. April Debarge	Southern California Edison
Mr. Wayne Brown	Southern California Edison
Ms. Brenda Davis	Southern California Edison
Mr. Steve Brown	City of Los Angeles
Mr. Christopher Cravens	City of Los Angeles
Mr. Josh Mathisen	AT&T California
Ms. Kay Black	AT&T California
Ms. Manijeh Carmichael	AT&T California
Mr. Bret Plaskey	Frontier Communications
Mr. William Schrader	Frontier Communications
Mr. Chris Manning	Extenet Systems
Ms. Yvonne Johnson	AT&T Mobility
Ms. Lupe Hernandez	Teleport Communications America
Ms. Shawn Henderson	T-Mobile USA
Ms. Gwen Ramacher	Northern California Joint Pole Association
Ms. Cindy Wong	Guest
Ms. Linda Fisher	Guest
Ms. Angela Pranata	SCJPC Staff
Ms. Kathleen Allen	SCJPC Staff
Mr. Ryan Jones	SCJPC Staff

Those attending via teleconference were:

Ms. Alicia Smith	Sprint/Nextel Sprint Communications
Ms. Lynn Prescott	Verizon Wireless
Mr. Earle Carrion	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. There

were no issues with the interpretation of the Routine Handbook. The members agreed to table this until the next Routine Revision meeting.

The third item on the agenda was **Item 1597: Review of Routine Handbook Examples.** Ms. Hernandez stated this is a standing agenda item to be discussed at every meeting. She reminded members that this item was for members that believe an example needs to be added or updated in the Routine Handbook. There were none. The members also agreed to table this item for until the next Routine Revision meeting.

Ms. Hernandez stated she will work to provide an example for section 7.15. Mr. Chow questioned if an example was necessary. He continued, stating a JPA Alert would be sufficient notifying member to include section 7.15 in the “Nature of Work” area of the JPA when replacing a pole with a node site on it. The members agreed an example was needed. The members then worked together to create an example for section 7.15 (see attached).

The fourth item on the agenda was **Item 1607: Priority 1 Pole definition and Time Frames.** Ms. Hernandez reopened discussion on the Priority 1 poles definition and timeframes by inquiring if other members submitted their company’s priority 1 pole definition and time frames. Ms. Pranata reported that the City of Vernon, and Golden State Water Company were the only members to submit their Priority pole definitions and timeframes along with City of Burbank, Edison, and LA Department of Water and Power whom all have already submitted their Priority pole time frames and definitions. Mr. Chow inquired if the members had enough information on Priority 1 poles to be able to agree that section 7.13 is not applicable when dealing with Priority 1 poles. He continued, stating section 7.13 needs verbiage indicating Priority 1 poles should be treated similar to car-hit poles in section 7.6. The members agreed that verbiage should be added to section 7.11(F) referencing each member’s definitions and time frames of a Priority 1 pole. Ms. Hernandez stated that there needed to be a timeframe associated with Priority 1 poles. After discussion, the members agreed that if a Priority 1 pole follows the criteria, the receiving member cannot change the section from a 7.11 to a 7.13 unless it exceeds the 5 year timeframe. The members also agreed to create a JPA Alert notifying members that Priority poles definitions can be downloaded from the SCJPC website. The members agreed to table this item for the next Routine Revision meeting.

The fifth item on the agenda was **Item 1609: JP Form and Timelines.** Ms. Hernandez reopened discussion on Joint Pole forms and timelines by inquiring if there were any issues with the proposed timeframe increase associated with a Form 2 to 60 days (see attached). Mr. Brown stated LADWP agrees with the proposed timeframe increase for a Form 2. He continued, stating a lesser timeframe could be agreed on with a confirming agreement. Mr. Chow stated because Edison’s process is built around the current timeframes any adjustment in the timeframe would not be approved by Edison. He continued, stating he would discuss this matter internally to see if changes could be made to Edison’s process. Mr. Serrato stated Crown Castle could potentially have an issue with the Form 48s proposed timeframe increase to 120 days because most of the Project Managers rely on the current 60 day timeframe to plan construction. After discussion, the member agreed to continue to review the proposed timeframes. The members also agree to table this item for the next Routine Revision meeting.

The sixth item on the agenda was **Item 1610: Review of Section 8 and Item 11**. Ms. Hernandez reminded members this was a discussion to potentially remove item 11. Ms. Hernandez inquired if in the past the utilities shared responsibility in obtaining easements. Mr. Brown stated LADWP has not received an easement in recent history but noted they receive Right of Way permits. He continued, stating if a pole is in a person's yard for 5 years and they would not allow LADWP to perform work because of lack of an easement LADWP would argue they have prescriptive rights to that pole. Mr. Chow stated in scenarios where all parties agreed about prescriptive rights, that pole could only be replaced in a like-for-like fashion. Ms. Pranata stated she receives calls requesting easement or Right of Way information and inquired how to handle those calls. Mr. Mathisen suggested that Ms. Pranata direct the caller to contact the base owner for further assistance. After discussion, the members agreed to review Section 8 to see if the section was still necessary.

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

Ms. Allen inquired if a JPA could use item 14A without section 18.1F. Ms. Allen presented a correction of records JPA that was issued on behalf of the base owner because the JPA was not submitted in a timely manner. She continued, stating the other member is attempting to charge item 14A. Ms. Hernandez stated member should not be able to charge item 14A for correction of records JPAs. After discussion, the members agreed to create item 1616: Final Billed out of Sequence to further discuss the issue.

Mr. Brown inquired if all the members were using the pole footprint to show where the risers are. He continued, stating an issue LADWP is having is that not all members understand that the alley is considered twelve o' clock directionally. Mr. Brown stated it is not as big of an issue on Form 9s as it is on JPAs requesting riser placement. Mr. Serrato stated Crown Castle was using the street as twelve o' clock. He continued, stating he would notify his staff that the alley is the correct twelve o' clock direction. Mr. Serrato inquired if there was a timeframe associated with the Form 9. Ms. Smith stated the timeframe associated with a Form 9 is 15 days before automatic approval.

Mr. Chow inquired if member can deny a Form 9. Ms. Hernandez stated a Form 9 can be denied because the placement of the riser would impede climbing space.

Ms. Smith inquired what section number should be used when placing a heel toe brace. Mr. Brown stated that heel toe braces should be treated like anchors. He continued, stating he believed section 12 is the proper section to use for heel to braces. After discussion, the members agreed to create verbiage in section 12.8 to include heel to braces in the section. The members also agreed to create item 1617: Section 12.8 & items 115 & 116 to further discuss the issue.

Ms. Debarge stated Edison was working on older JPAs that have not been final billed and inquired if the Committee staff would return JPAs that used item 10 without section 19.6, item 9 without section 14.9, and item 83 without section 10.8. The members agreed to table discussion on this item for the next Routine Revision meeting.

Review of Action items/JPA Alerts.

- Ms. Hernandez to complete section 7.15 example

Routine Revision – May 17, 2016

- Members to review section 8
- Members to review section 12
- Ms. Pranata to create JPA Alert notifying members of Priority Pole criteria list

The Meeting adjourned at 2:40 p.m. until June 14, 2016.

Ryan Jones, Committee Staff

RIGHTS OF WAY

8.0 Vacation of Right of Way

The following principles apply to the division of costs in connection with rearrangement of the plant of one Member where this Member, by agreement, surrenders its line location to another Member:

The incoming Member shall purchase the plant and associated right of way of the vacating Member at its structural value. The vacating Member shall construct its plant in a suitable location at no expense to the incoming Member, except such additional expense as may be incurred in providing equivalent but not additional facilities. The incoming Member may dispose of the plant to be purchased from the vacating Member as it may elect but if, by agreement, part or all of the plant is to be resold to the vacating Member, the purchase price shall be equivalent to the salvage value of the plant, less cost of removal.

Where the new location of vacating Member is on private property, the right of way shall be secured and its cost included in the final agreement.

In any case where, for a special reason, the foregoing principles as to the division of costs are not considered applicable, the Members concerned may, by agreement, divide the costs in other proportions, but no Member shall be compelled to participate in the capital expense of any other Member except when directly benefited thereby. (See Section 16.0 and 16.2)

Example

Assuming that A desires to obtain the line location of B and joint ownership of poles is not recommended, the cost analysis for vacation of right of way by B should include the following items:

- (a) Structural value of B's existing facilities
.....\$1,000
(Reproduction cost new, less depreciation)
- (b) Net Salvage value to B of above facilities
\$300\$ 700
(Salvage value, less cost of removal)
- (c) Cost to B of equivalent facilities in new location.....\$1,200
- (d) Replacement cost of B's existing facilities in present location.....\$1,100
- (e) Net difference of cost which B will bill A
.....\$ 800

Additional expense to vacating Member may consist of additional cost of right of way, difference in number and length of poles and interest to be owned therein, and difference in lengths of conductors and type of construction necessitated by the character of the new route as compared to the route to be vacated. Current date of setting

and poles of same condition as poles to be installed in new location shall be used in computing comparative costs. If no additional expense is incurred by the vacating Member for providing equivalent facilities, the Joint Pole Authorization shall so state.

As far as practicable, current joint pole schedules shall be used in computing structural and salvage values, Authorized Costs where they are applicable, pulling and transportation. The division of costs shall be set up in Joint Pole Authorization in manner shown by example so that comparative costs may be checked. The billing for net difference of cost is made as an Authorized Cost. Jointly owned poles shall also be listed on the Joint Pole Authorization for the purpose of completing the relinquishment of interest and elimination of poles from the record, and there shall be no separate billing therefor, as structural and salvage values, pulling and transportation are included in the net difference of costs as specified under this section.

Computations involving poles shall be made as follows:

- (a) Where the vacating Member is to remove and retain poles solely or jointly owned, it receives structural value for its interest, cost of pulling and transportation, and allows full salvage value of poles.
- (b) If poles are not to be removed and retained by vacating Member, it receives structural value for its interest only.
- (c) Where two joint owners are concerned in vacation of right of way for a third Member and poles are to be removed, each owner receives structural value for its interest, and only the owner as designated to remove and retain poles receives cost of pulling and transportation and allows full salvage value.
- (d) If poles are to be left in place for the third Member, each owner receives structural value for its interest only.

8.1 Joint Rights of Way

The pole-placing Member may obtain easements, without monetary consideration to the grantor or property owner, over private property in the names of all interested parties except when, by agreement, a non-constructing Member may obtain such easements.

The Member agreed upon to obtain easements will issue Form 2 Preliminary Joint Pole

Authorization, indicating that easements are to be obtained according to this Section 8.1, and describing briefly the location of the proposed easements. If the pole-placing Member obtains the easements, easement information may be included on the same authorization as the poles, if desired.

When easements have been obtained and recorded, Photostat copies of signed documents and maps will be transmitted by Form 8 by the securing Member to the other Member involved. Easements secured will be delineated on the map furnished. Simultaneously, securing Member will indicate the number of signed and recorded documents involved on the completed Joint Pole

Authorization, and forward to Joint Pole Committee Office for billing.

Cost of obtaining rights of way is specified in Item 11, Authorized Costs, in conjunction with Section 1.2. Such costs shall be shared equally by the interested parties.

The use of this section is not mandatory. Member utilities may elect to participate or not, as they see fit in each case. (Revised January 2015)

8.2 Easement Liability

The joint owners of a pole or pole line shall not be held liable or accountable for the owner(s) who have failed to acquire easements to construct their facilities.

Angela Pranata

From: Burton, Bridgette [bridgette.burton@bves.com]
Sent: Wednesday, April 20, 2016 7:54 AM
To: angela@scjpc.net
Cc: Cardella, Eric
Subject: RE: Submit Priority Pole Definitions and Time Frames

Good morning Angela,

We follow General Order 95 Rule 18, which defines priority poles and their respective time frames.

(i) Level
1:

- Immediate safety and/or reliability risk with high probability for significant impact.
- Take action immediately, either by fully repairing the condition, or by temporarily repairing and reclassifying the condition to a lower priority.

(ii) Level 2:

- Variable(non-immediate high to low) safety and/or reliability risk.
- Take action to correct within specified time period (fully repair, or by temporarily repairing and reclassifying the condition to a lower priority).

Time period for correction to be determined at the time of identification by a qualified company representative but not to exceed: (1) 12 months for nonconformances that compromise worker safety, (2) 12 months for nonconformances that create a fire risk and are located in an Extreme or Very High Fire Threat Zone in Southern California, and (3) 59 months for all other Level 2 nonconformances.

(iii) Level 3:

- Acceptable safety and/or reliability risk.
- Take action (re-inspect, re-evaluate, or repair) as appropriate.

b) Correction times may be extended under reasonable circumstances, such as:

- Third party refusal
- Customer issue

- No access
- Permits required
- System emergencies (e.g. fires, severe weather conditions)

Thank-you,

Bridgette Burton, RWA

Senior Engineering Estimator • Bear Valley Electric Service
A Division of Golden State Water Company
42020 Garstin Dr • PO Box 1547 • Big Bear Lake, CA 92315
☎ 909-866-4678 ext 142 | 📠 909-866-5056 fax
✉ Bridgette.Burton@bves.com

From: Cardella, Eric
Sent: Tuesday, April 19, 2016 7:41 PM
To: Burton, Bridgette
Subject: Fwd: Submit Priority Pole Definitions and Time Frames

Bridgette

Due to Sherri's injury would you be able to provide our information to SCJPA?
Tom DeSha can assist you if need be and of course myself or Paul Marconi can also.
Thanks,

Eric Cardella
Planning and Engineering Supervisor
Bear Valley Electric Company

The contents of this message, together with any attachments, are intended only for the use of the individual or entity to which they are addressed and may contain information that is legally privileged, confidential and exempt from disclosure. If you are not the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this message, or any attachment, is strictly prohibited.

Begin forwarded message:

From: "Duchateau, Sherri" <Sherri.Duchateau@bves.com>
Date: April 13, 2016 at 4:00:23 PM PDT
To: "Cardella, Eric" <Eric.Cardella@bves.com>
Subject: **FW: Submit Priority Pole Definitions and Time Frames**

Hi Eric,

Is this something we need to do?

Sherri

From: Angela Pranata [<mailto:angela@scjpc.net>]
Sent: Wednesday, April 13, 2016 11:31 AM
To: Adolph Gonzales; Albert Aleman; 'Alfonso Morales'; 'Ali Nour'; 'Alicia Smith'; 'Alvin Aska'; Alyssa Hernandez; AMT email; Annetta Baker; 'April Debarge'; 'ATC Outdoor DAS'; Bernadette McThomas;

'Bernie Currie'; Brandon Jacome; 'Brandon Robinson (City of Banning)'; Bret Plaskey; Burton, Bridgette; 'Dan Garden'; 'Dan Kjar'; 'Daniel Lippert'; 'David Bride'; David Campo; 'David Elston'; 'Dayla Kerwin'; Earle Carrion; Edward S Loescher (Ed); Elias Avila; 'Emir Erba'; Fabian Bautista; 'Gerarld Brown'; James Mock; 'Jeffrey Klarich'; 'Jessica Pearson'; 'Jim Perry'; Joe Armstrong; 'Joe Serrato'; 'JOSH MATHISEN'; Kay Black; 'Larry Chow'; Lawrence Cheramy; 'Lawrence Yao'; 'Lee Arnold'; 'Lupe Hernandez'; 'Lynn Prescott'; 'MANIJEH M NAVA'; 'Maria Ortiz'; 'Mark Denning'; 'Mary Li'; 'Maryam Farajzadeh'; Fuller, Paul; Phil Fisher; 'Philip Brown'; Phillip Hinojos; 'Randall Starkey'; Raymond J (RAY) Roundtree; 'Riad Sleiman'; 'Richard LaBarge'; 'Rick Diaz'; 'Rory Gandy'; Ruben L. Hauser; 'Samantha Valle'; Sarah Valdez; Sergiu Tarta; Shawn Henderson PBM; 'Shawna Wilson-Desbois'; Duchateau, Sherri; 'Sherri Goetz'; 'Stephen Pebley'; 'Steve Brown (LADWP)'; Teague H Pasco; 'Tibor Laky'; Timothy Bass; 'Tom Scanlan'; 'Tony Mai'; Tony Trampetti; Varghese George; 'Wendy Mckee'; William E Kearns (BILL); 'Yvonne Johnson'

Subject: Submit Priority Pole Definitions and Time Frames

To All Committee Members,

The Routine Revision ad hoc committee is requesting all members to submit their respective priority pole maintenance program definitions and time frames. Submitted information will be uploaded to the SCJPC website as a reference resource.

Thank you,
Angela Pranata
Manager of Operations
So. Ca. Joint Pole Committee
279 E Arrow Hwy, Suite 104
San Dimas, CA 91773
Ph: 909-599-3801 x203
Fax: 909-599-3825
angela@scjpc.net

Inspection “findings” which require additional repair or replacement work are prioritized according to need and based on safety concern, reliability impact, and crew efficiency and availability factors. Assets are assigned a condition level based on several factors, including the previously mentioned elements, and are further evaluated accordingly. The assigned condition levels for distribution assets are:

Condition Level “1”: Immediate repair or replacement required. Asset condition presents a current safety hazard or reliability problem. Corrective action shall be scheduled and performed within 90 days. Inspector shall immediately notify inspection crew supervisor of condition. Crew supervisor will coordinate repair/replacement with the Electrical Distribution Manager and Electrical Engineering. If needed, temporary repairs will be made immediately to mitigate safety and reliability risks.

Condition Level “2”: Repair or replacement needed. Asset condition presents an impending safety or reliability concern. Inspector shall notify inspection crew supervisor of condition. Crew supervisor will coordinate repair/replacement with the Electrical Distribution Manager and Electrical Engineering. Repair/replacement shall be scheduled and performed after consultation with Engineering concerning criticality and priority.

Condition Level “3”: Operationally effective repair or replacement needed. Asset condition presents no current or impending safety or reliability concern. Corrective efforts may be deferred and shall be scheduled when effective manpower and equipment scheduling allows.

Condition Level “4”: Pass. Asset condition presents no discovered safety or reliability concerns. Asset is fully functional and serviceable. Okay until next scheduled inspection.

Angela Pranata

From: Larry Chow [Larry.Chow@sce.com]
Sent: Friday, April 15, 2016 4:18 PM
To: Angela Pranata
Cc: April DeBarge; Brenda Davis; Jessica Pearson; Richard LaBarge; Gerald Brown
Subject: RE: (External):Submit Priority Pole Definitions and Time Frames

Angela –

For SCE:

Outside High Fire Areas

Priority 1 – Bending/Vertical < 1 where there is visible physical damage or record of deterioration recorded through and intrusive inspection. Immediate Corrective Action or Replace 72 hours.

Priority 2

- Bending/Vertical (Grade A or B) < 1 where there is no visible physical damage or record of deterioration. Corrective Action or Replace 150 Days From Pole Load Calculation.
- High Wind Area: $1 \leq$ Bending (Grade A or B) < 1.5 . Up to 12 months.
- Light Wind Area: $1 \leq$ Bending/Vertical (Grade A) < 2 . Up to 12 months.
- Light Wind Area: $1 \leq$ Bending/Vertical (Grade B) < 1.5 . Up to 12 months.
- High Wind Area: $1.5 \leq$ Bending (Grade A or B) < 2 . Up to 24.
- Light Wind Area: $2 \leq$ Vertical (Grade A) < 2.67 . Up to 24 months.
- Light Wind Area: $1.5 \leq$ Bending (Grade B) < 2.67 . Up to 24 months.

Within High Fire Areas

Priority 1 - Bending/Vertical < 1 where there is visible physical damage or record of deterioration recorded through and intrusive inspection. Immediate Corrective Action or Replace 72 hours.

Priority 2

- Bending/Vertical (Grade A or B) < 1 where there is no visible physical damage or record of deterioration. Corrective Action or Replace 150 Days From Pole Load Calculation.
- High Wind Area: $1 \leq$ Bending (Grade A or B) < 2 . Up to 12 months.
- Light Wind Area: $1 \leq$ Bending/Vertical (Grade A) < 2.67 . Up to 12 months.
- Light Wind Area: $1 \leq$ Bending (Grade B) < 2 . Up to 12 months.

Larry Chow
Joint Pole Organization – Manager
Ph: (909)548-7018 PAX 15018
Fax: (909)549-7120 PAX 15120
Cell: (909)993-2331

From: Angela Pranata [mailto:angela@scjpc.net]
Sent: Wednesday, April 13, 2016 11:31 AM
To: Adolph Gonzales <Adolph.Gonzales@sce.com>; Albert Aleman <albert.aleman@ftr.com>; 'Alfonso Morales' <Alfonso.Morales@twcable.com>; 'Ali Nour' <anour@ci.vernon.ca.us>; 'Alicia Smith' <alicia.smith@cableeng.com>; 'Alvin Aska' <aaska@anaheim.net>; Alyssa Hernandez <ahernandez@coltonca.gov>; AMT email <CLEC@americantower.com>; Annetta Baker <ABaker@coltonca.gov>; April DeBarge <April.DeBarge@sce.com>; 'ATC Outdoor DAS' <ATC.OutdoorDAS@americantower.com>; Bernadette McThomas <bernadette.mcthomas@twcable.com>; 'Berno Currie' <bcurrie@ci.glendale.ca.us>; Brandon Jacome <brandon.jacome@verizonbusiness.com>; 'Brandon Robinson (City of Banning)' <brobins@ci.banning.ca.us>; Bret Plaskey <bret.p.plaskey@ftr.com>; 'BRIDGETTE BURTON' <BRIDGETTE.BURTON@BVES.COM>; 'Dan Garden'

<dan.garden@verizonbusiness.com>; 'Dan Kjar' <dkjar@ci.azusa.ca.us>; 'Daniel Lippert' <DLippert@burbankca.gov>; 'David Bride' <dbride@riversideca.gov>; David Campo <D_Campo@ci.lompoc.ca.us>; 'David Elston' <David.Elston@crowncastle.com>; 'Dayla Kerwin' <dk8759@att.com>; Earle Carrion <Earle.Carrion@crowncastle.com>; Edward S Loescher (Ed) <edward.s.loescher@ftr.com>; Elias Avila <Eavila@ci.colton.ca.us>; 'Emir Erba' <emir.erba@twcable.com>; Fabian Bautista <fbautista.ctr@extenetsystems.com>; Gerald Brown <Gerald.Brown@sce.com>; James Mock <james.mock@twcable.com>; Jeffrey W Klarich <Jeffrey.W.Klarich@sce.com>; Jessica Pearson <Jessica.Pearson@sce.com>; 'Jim Perry' <Jim.Perry@verizonwireless.com>; Joe Armstrong <jarmstrong@ci.pasadena.ca.us>; 'Joe Serrato' <Joe.Serrato@crowncastle.com>; 'JOSH MATHISEN' <jm6347@att.com>; Kay Black <kb6314@att.com>; Larry Chow <Larry.Chow@sce.com>; Lawrence Cheramy <lawrence.cheramy@ftr.com>; 'Lawrence Yao' <LYAO@riversideca.gov>; 'Lee Arnold' <lee.arnold@xo.com>; 'Lupe Hernandez' <lupe.hernandez@cableeng.com>; 'Lynn Prescott' <lynn.prescott@cableeng.com>; 'MANIJEH M NAVA' <mn2861@att.com>; 'Maria Ortiz' <Maria.Ortiz@cableeng.com>; 'Mark Denning' <mdenning@telepacific.com>; 'Mary Li' <mli@anaheim.net>; 'Maryam Farajzadeh' <mfarajzadeh@ci.vernon.ca.us>; 'Paul Fuller' <Paul.fuller@bves.com>; Phil Fisher <phil.fisher@mobilitie.com>; 'Philip Brown' <pb4420@att.com>; Phillip Hinojos <phinojos@ci.colton.ca.us>; 'Randall Starkey' <randall.starkey@twcable.com>; Raymond J (RAY) Roundtree <ray.roundtree@verizon.com>; Riad Sleiman' <rslleiman@burbankca.gov>; Richard LaBarge <Richard.LaBarge@sce.com>; 'Rick Diaz' <rediaz@ci.banning.ca.us>; 'Rory Gandy' <rg5146@att.com>; Ruben L. Hauser <Ruben.Hauser@ladwp.com>; 'Samantha Valle' <Samantha.Valle@twc-contractor.com>; Sarah Valdez <sarah.valdez@mobilitie.com>; Sergiu Tarta <starta@extenetsystems.com>; Shawn Henderson PBM <SHenderson@synergy.cc>; 'Shawna Wilson-Desbois' <sdesbois@extenetsystems.com>; Sherri Duchateau <Sherri.Duchateau@bves.com>; Sherri Goetz <Sherri.Goetz@sce.com>; 'Stephen Pebley' <Stephen.Pebley@ftr.com>; 'Steve Brown (LADWP)' <Steve.Brown2@ladwp.com>; Teague H Pasco <Teague.Pasco@sprint.com>; 'Tibor Laky' <tibor.x.laky@sprint.com>; Timothy Bass <TBass2@anaheim.net>; 'Tom Scanlan' <thomas.scanlan@twcable.com>; 'Tony Mai' <TMai@anaheim.net>; Tony Trampetti <ttrampetti.ctr@extenetsystems.com>; Varghese George <vgeorge@glendaleca.gov>; 'Wendy Mckee' <wendy.l.mckee@ftr.com>; William E Kearns (BILL) <william.kearns@ftr.com>; 'Yvonne Johnson' <yvonne.johnson@cableeng.com>

Subject: (External):Submit Priority Pole Definitions and Time Frames

To All Committee Members,

The Routine Revision ad hoc committee is requesting all members to submit their respective priority pole maintenance program definitions and time frames. Submitted information will be uploaded to the SCJPC website as a reference resource.

Thank you,
Angela Pranata
Manager of Operations
So. Ca. Joint Pole Committee
279 E Arrow Hwy, Suite 104
San Dimas, CA 91773
Ph: 909-599-3801 x203
Fax: 909-599-3825
angela@scjpc.net



CITY OF VERNON
VERNON GAS & ELECTRIC

GENERAL ORDER 165

Effective date: 2/8/2012

General Order 165 – Inspection Cycles for Electric Distribution Facilities

1.0 Background

California Public Utilities Commission (CPUC) General Order 165 (GO 165) sets forth requirements for electric distribution and transmission facilities (excluding those facilities contained in a substation) regarding inspections in order to ensure safe, reliable electrical service. The electric distribution facilities subject to GO 165 include overhead and underground equipment, street lighting, and wood poles.

The City of Vernon (COV) is an industrial city primarily composed of businesses, warehouses, factories, and plants. The city, which is about five square miles, has about 100 residents and 1900 businesses. Although COV fits the description of “rural” according to the Definitions identified in GO 165 (see “5.0 Definitions”), for the purpose of this program City of Vernon Gas & Electric (VG&E) applies the definition of “Urban” based on daytime population density.

2.0 Purpose

The purpose of this document is to describe the inspection practices of electric distribution facilities of City of Vernon Gas & Electric.

3.0 Applicability

This program shall govern the inspection of VG&E electric distribution and transmission facilities.

This order does not apply to facilities of any communication infrastructure providers.

4.0 Good Utility Practice

Distribution facilities shall be designed, constructed, and maintained to support continuity of service and promote public safety. VG&E shall design, construct, and maintain its electric system by utilizing best industry practices while accounting for the specific needs of its customers.

5.0 Definitions

For the purpose of this General Order,

5.1 "**Urban**" shall be defined as those areas with a population of more than 1,000 persons per square mile as determined by the United States Bureau of the Census.

5.2 "**Rural**" shall be defined as those areas with a population of less than 1,000 persons per square mile as determined by the United States Bureau of the Census.

5.3 "**Patrol inspection**" shall be defined as a simple visual inspection, of applicable utility equipment and structures that is designed to identify obvious structural problems and hazards. Patrol inspections may be carried out in the course of other company business.

5.4 "**Detailed**" inspection shall be defined as one where individual pieces of equipment and structures are carefully examined, visually and through use of routine diagnostic test, as appropriate, and (if practical and if useful information can be so gathered) opened, and the condition of each rated and recorded.

5.5 "**Intrusive**" inspection is defined as one involving movement of soil, taking samples for analysis, and/or using more sophisticated diagnostic tools beyond visual inspections or instrument reading.

5.6 "**Corrective Action**" shall be defined as maintenance, repair, or replacement of utility equipment and structures so that they function properly and safely.

The term "year" is defined as 12 consecutive calendar months starting the first full calendar month after an inspection is performed, plus three full calendar months, not to exceed the end of the calendar year in which the next inspection is due. For wood pole intrusive inspections, the term "year" is identified as a calendar year.

6.0 Facility Inspection Program

6.1 Patrol – Routine Diagnostics

A Circuit Patrol includes a visual inspection and reporting of the condition of overhead and underground facilities. The circuit patrol will consist of a “drive-by” inspection performed on a routine (once a year) basis. It is intended to identify obvious safety and circuit reliability problems or hazards. In addition to routine Circuit Patrols, line crews are to perform on-going patrols in the course of routine activities.

6.2 Detailed Inspection

The Detailed Inspection consists of a more critical visual inspection and reporting of the condition of conductors/cables, transformers, capacitors, regulators, street lighting and other equipment/devices. Underground facilities such as vaults and manholes will be subject to a detailed inspection every three (3) years. Facilities located above ground such as overhead equipment and pad mounts or walk-in enclosures are subject to a detailed inspection every five (5) years.

6.3 Intrusive Inspection

Intrusive Inspections will be performed on wood poles on at least a 10 year cycle after 15 years of age.

6.4 Standards for Inspection

VG&E shall conduct inspections of its distribution facilities, as necessary, to ensure reliable, high quality, and safe operation, but in no case may the period between inspections (measured in years) exceed the time specified in Appendix A.

6.5 Record Keeping

VG&E shall maintain records for:

- A. At least (10) years of Patrol and Detailed Inspection activities;
- B. The life of the pole for intrusive inspection activities.

For all inspections, records shall specify the circuit, area, facility or equipment inspected, the inspector, the date of the inspection, and any problems (or items requiring corrective action) identified during each inspection, as well as the scheduled date of corrective action.

6.6 Reporting

By July 1ST VG&E shall make available an annual report for the previous year upon request. The annual report shall list four categories of inspections: Patrols, Overhead Detailed, Underground Detailed and Wood Pole Intrusive. The report shall denote the total units of work by inspection type for the reporting period and the number of outstanding (not completed) inspections within the same reporting period for each of the four categories. VG&E shall define its reporting unit basis; for example, circuit, location, facility/equipment. The total inspections due in the reporting period shall not include outstanding inspections from prior year. The total inspections required that were not completed in the reporting period shall not include outstanding inspections from prior years.

See Table 1 for Condition Rating;
See Table 2 for Inspection Cycles;
See Appendix A for inspection checklists.
See Appendix B for decayed/damaged tables.

CONDITION RATING

Table 1

Condition Rating	Description of Action Response Time	Period of Action
1	Requires immediate corrective actions	Within 1 year
2	Requires Urgent corrective action to eliminate or mitigate existing condition	Within 2 years
3	Requires timely corrective action to eliminate or mitigate existing condition	Within 3 years
4	Requires corrective action to eliminate or mitigate existing condition	Within 4 years
5	Condition of equipment contributes to safe, reliable operation	Next inspection interval

Table 1- Condition Rating

INSPECTION CYCLES

Table 2

	Patrol	Detailed	Intrusive
Transformers			
Overhead	1	5	-
Underground	1	3	-
Padmounted	1	5	-
Switching/Protective Devices			
Overhead	1	5	-
Underground	1	3	-
Padmounted	1	5	-
Regulators/Capacitors			
Overhead	1	5	-
Underground	1	3	-
Padmounted	1	5	-
Overhead Conductor and Cables			
Overhead Conductor and Cables	1	5	-
Streetlighting	1	X	-
Wood Poles under 15 years	1	X	-
Wood Poles over 15 years which have not been subject to intrusive inspection	1	X	10
Wood poles which passed intrusive inspection	-	-	20

Table 2- Inspection Cycles

7. INSPECTION METHODOLOGY AND REQUIREMENTS

The VG&E Inspection Plan through routine visual inspections reduces the risk of fire and further safety, reliability, and continuity of service. The goal of the VG&E inspection program is to promote safety through compliance to GO 95 and GO 128 requirements. Inspection intervals and reports satisfy the requirements specified in GO 165. The reporting procedures set forth and defined herein can be used to evaluate compliance with the VG&E plan. Inspection intervals will conform to GO 165 unless required more frequently by other Federal, State or local agencies or VG&E.

Presented herein are brief descriptions of the inspection methodologies, assumptions, requirements and key items to identify for each type of inspection. These items are provided for Circuit Patrol, Detailed Inspections of overhead and underground facilities and Intrusive Inspections of wood poles.

7.1 Circuit Patrol and Detailed Inspection for Overhead Structures and Equipment

As similarities exist for Circuit Patrol and Detailed Inspections related to inspection assumptions, patrol requirements and Inspector requirements, these areas are provided jointly.

Circuit Patrol and Detailed Inspection Assumptions:

The requirements for Circuit Patrol and Detailed Inspection are provided below:

- Circuit Patrols and Detailed Inspections shall be performed by qualified staff.
- Circuit Patrol is predominantly a "drive-by" inspection for all overhead facilities, attachments and equipment.
- Inspection results shall be recorded on VG&E-specified forms and recording formats.

Circuit Patrol and Detailed Inspection Requirements:

The following requirements serve as guidelines for the patrol:

1. Visual inspection of distribution circuits from the substation source to the end of the circuit shall be performed and shall include support structures, hardware, conductors, transformers (overhead), capacitors, switches, fuses, etc. to identify fire hazards or obvious problems impacting public safety, worker safety, or reliability.
2. Vegetation encroachments in violation of GO 95 clearance requirements shall be identified.
3. Circuit map discrepancies, as directed by supervision, shall be reported.

4. Minor maintenance activities to place guy guards, visibility strips, etc. as directed by supervision, shall be performed.

Responsibilities for Circuit Patrol and Detailed Inspections

Inspector Requirements

- Inspectors must meet minimum experience requirements or successfully completing training requirements.

Reporting:

- Inspection results shall be recorded on VG&E-specified forms or reporting formats (Appendix A). A condition rating for observations requiring corrective action or re-evaluation shall be provided.
- Reports shall be submitted to the Distribution Engineer as required by VG&E.
- Facilities patrolled (identified by circuit and patrol type) shall be reported.

Circuit Patrol Methodology

Circuit Patrol shall be performed on a circuit-by-circuit basis at least once per year as specified by GO 165.

VG&E has circuits serving critical customer and emergency response services.

Circuits shall be patrolled in order of priority to ensure public safety and reliability. The patrol is intended to identify obvious problems or hazards while performing a "drive-by" patrol and do not require the Inspector to enter properties unless facilities cannot be observed from public access locations.

Circuit Patrol Checklist

To aid the Inspector in identifying obvious problems or notable conditions during the Circuit Patrol, the following checklist is provided:

A. Condition of Poles and Structures

Identify/examine:

- Damaged/deteriorated pole (mechanical damage by vehicle, storm, fire, etc.)
- Broken or damaged components.
- Damaged down guys, guy guard or visibility signs missing (install as needed).
- Erosion or excavation around pole or anchor.
- Movement and cabinet security in pad mount transformer.

- Placement of vault lids and vent pipes.
- Vegetation clearance around poles or structures with non-exempt equipment.

B. Condition of Hardware and Apparatus

Identify/examine:

- Broken or damaged insulators.
- Pole switch indicating need for repair.
- Indication of equipment/transformers leaking oil.
- Bulged or discolored capacitor units.
- Blown fuses and broken fuse holders.
- Blown lightning arresters.
- Foreign objects interfering with operation.
- Obvious evidence of tracking or burning of pole or arms.

C. Conductors

Identify/examine:

- Inadequate ground clearances.
- Clearance from building, telecommunications, cable television or radio antenna, billboard signs, scaffolding or other line hazards.
- Crane or other excessive height equipment operating in close proximity.
- Trees touching or above primary conductors (overhangs) unless special encased tree cable guard is present.
- Hazardous tree conditions, vegetation encroachment, dead trees, foreign objects in line, etc.

D. General Conditions

Identify/examine:

- Unlocked substations, pole switches, etc.
- Verify circuit map accuracy.

Detailed Inspection Methodology

Detailed Inspections of overhead lines, and pad mounted equipment will be performed at least every five (5) years as directed by GO 165. The detail inspection has much the same emphasis as the Circuit Patrol except that it involves a more detailed examination of facilities in order to identify facilities and circuit problems or hazards which may compromise safety or circuit reliability. Detailed Inspections shall be visual-based from ground and do not require climbing unless directed by supervision and performed by qualified staff.

Detailed Inspection Checklist

To assist the Inspector in identification of problems or hazards during a Detailed Inspection, the following checklist is provided:

A. Condition of Pole and Structures

Identify/examine:

- Damaged/deteriorated pole (mechanical damage by vehicle, fire, woodpeckers, etc.)
- Crossarm broken or misaligned.
- Erosion or excavation around pole or anchor.
- Damaged down guys, guy guard missing (install guard where required).
- Padmount equipment movement and cabinet secured or locked.
- Covers, vault lids and vent pipes.
- Vegetation clearance around poles or structures with non-exempt equipment.

B. Condition of Hardware and Apparatus

Identify/examine:

- Broken, chipped, or contaminated insulators.
- Indication of excessive equipment/transformers leaking oil.
- Bulged or discolored capacitor units.
- Blown or dry fuses, lightning arresters, broken fuse holders.
- Street lights broken or damage.
- Foreign objects interfering with operation.

- Evidence of tracking or burning.

C. Conductors

Identify/examine:

- Inadequate ground clearances.
- Clearance from building, telecommunications, cable television or radio antenna, billboard signs, scaffolding or hazardous locations.
- Crane or other excessive height equipment operating in close proximity.
- Trees touching or above primary conductors (overhangs) unless special encased tree cable guard is present.

D. General Conditions

Identify / examine:

- Unlocked substations, pole switches, equipment, etc.
- Verify circuit map accuracy.
- Service Drops-Minimum Vertical Ground Clearance.

7.2 Detailed Inspection for Underground Facilities/Equipment and Pad mounted Transformers

Detailed Inspection Methodology for Underground Facility

Detailed Inspections are required for the underground vaults and switching Protective Devices on three (3) year inspection intervals and for the pad mounted equipment on a five (5) year inspection interval. The basic inspection criteria are similar to those of pad mounted equipment and are reported identically for each inspection cycle. The inspections shall be conducted in accordance with VG&E and GO 128 requirements and shall satisfy GO 165 inspection intervals.

Detailed Inspections of underground facilities and equipment requires that the inspector enter vaults, manholes, walk-in enclosures and open pad mounted transformers.

Underground Equipment and Pad mounted Transformer Inspection Assumptions

- Qualified electrical workers are allowed to open or to be exposed to energized equipment.
- An air quality (oxygen and gas) test shall be performed in accordance with standard OSHA policies before entering vaults and underground facilities.

- Observations shall be detailed on VG&E-specified inspection forms or formats.
- The General Foreman shall define the number of crew required to perform oil sampling, inspection of energized conductors, inspection of primary compartments of transformers and equipment.

Underground Equipment and Padmount Requirements:

- A thermal scan of all equipment, cable, terminations and splices will be conducted.
- All equipment and facility access shall be locked upon departure.
- Check for loose padmount hardware.
- Minor vegetation control around transformer shall be performed.
- Presence and visibility of high voltage signs shall be verified.

Padmount Checklist

The following is intended to assist the inspection crew in identifying key issues for padmount transformers:

Padmount Transformers

A. Site Inspection for Padmount Transformers

Identify/examine:

- Debris and visual hazards in or around structure.
- Corrosion of ground rods, grounding cable and grounding connections.
- Structure movement.
- Deterioration of concrete.
- Presence/legibility of high voltage signs and structure numbers.
- Exterior damage to structure.
- Missing hardware.
- Sufficient work space around equipment structure (eight foot clearance in front of padmounts) and 3 foot clearance from buildings.

- Signs of corrosion on grates, baffles, and on wells and seams.
- Opening in structure which may allow the passage of wire or other conducting material into the structure from the outside.
- Water inside the structure.
- Foreign debris.

B. Equipment Inspection for Pad mount Transformers

Identify/examine:

- Thermal scan for all hot spots on the equipment, cable, terminations, and splices.
- Signs of termination overheating or distortion.
- Signs of corrosion, oil leaks, and low oil levels.
- Scratches or abrasions to bear metal on equipment.
- Weld seams.
- Oil fill plug and side gauges.
- Fuse carriers for proper locking and sealing.
- Sufficient work space around equipment.
- Appropriate signs are present and legible.
- Contamination, tracking, or deterioration of insulating barriers.
- Electrical clearances are maintained between barriers, live parts, and other insulated components.
- Safety barrier installation and condition on live-front equipment.
- Signs of heating, arcing, or corrosion in live-front equipment.
- Locking devices are in place.
- Interior and exterior damage to tank or cabinet.
- Oil leaks on the cover, sides of the transformer or on the ground.

- Cabinet integrity (holes in cabinet, non-latching doors, approved locking devices in place, etc.).
- Name plates are legible to the operator.
- Securely locked or bolted down equipment upon departure.
- High voltage signs on outside of cabinets and 8 foot clearance decals.
- High voltage signs inside of door on live front equipment.
- Cable tags.

Underground Facilities and Equipment

A. Site Inspection for Underground Facilities and Equipment

Identify/examine:

- Missing hardware.
- Foreign debris in or around structure.
- Corrosion of ground rods, grounding cable and grounding connections
- Corrosion of grounds rods and cable racks.
- Adequacy of cable clearances.
- Visual hazards.
- Structure movement.
- Presence and legibility of high voltage signs and structure numbers.
- Exterior or internal damage to structure.
- Sufficient work space around equipment structure (eight foot clearance in front of padmounts) and 3 foot clearance from buildings.
- Deterioration of concrete.
- Signs of corrosion on grates, baffles, and on welds and seams.
- Opening in structure which may allow the passage of wire or other conducting material into the structure from the outside.

- Water inside the structure and pumping requirements.
- Broken or missing vent pipes.
- Cable tags and switch tags.

B. Equipment Inspection for Underground Facilities and Equipment

Identify/examine:

- Thermal scan for all hot spots on the equipment, cable, termination's, and splices.
- Signs of termination overheating or distortion.
- Signs of corrosion, oil leaks, and low oil levels.
- Oil fill plug and site gauges.
- Scratches or abrasions to bear metal on equipment.
- Contamination, tracking, or deterioration of insulating barriers.
- Electrical clearances between barriers, like parts, and other insulated components.
- Weld seams.
- Fuse carriers for proper locking and sealing.
- Sufficient work space around equipment.
- Cable and equipment signs.
- Safety barrier installation and condition on live-front equipment.
- Signs of heating, arcing, or corrosion in live-front equipment.
- Locking devices.
- Interior and exterior damage to tank or cabinet.
- Cabinet integrity (holes in cabinet, non-latching doors, approved locking devices in place, etc.).

- Legibility of name plates.
- Security of equipment.
- High voltage signs on outside of cabinets.
- High voltage signs inside of door on live front equipment.

7.3 Intrusive Inspections on Wood Pole Structures

Intrusive Inspection Methodology

Intrusive inspections shall be performed on wood pole structures on at least a 10-year cycle for poles over 15 years of age and at each 20-year period, thereafter.

Intrusive Inspection Assumptions

- Intrusive Inspection shall be performed concurrently with a Detailed Inspection to identify overhead structure issues detailed previously in Section 7.1.
- Inspections are to be done by qualified personnel trained in recognizing both biological and non-biological degradation and have the ability to accurately assess both.
- Intrusive inspections shall be performed below grade on all wood structures as defined in GO 165 unless poles are set in concrete or asphalt.
- Poles in concrete or asphalt shall be intrusively inspected at the ground line area.
- A minimum of two borings shall be taken per structure to assess internal condition of each structure.
- Serviceability of decayed/damaged structures shall be defined as per VG&E specifications (Appendix B).
- Record keeping will be done on a per structure basis on VG&E-specified forms (Appendix A).

Inspector Qualifications

- Inspectors shall have a minimum of one (1) year experience in utility pole inspection.

- Inspectors shall have completed formal training in the inspection and evaluation of in-service utility poles.

Intrusive Patrol Inspection Equipment

- Hammer and/or small hatchet to sound the poles as well as investigate depth of external decay and/or mechanical damage.
- Means to excavate one quadrant of the pole a minimum of 12 in. below the groundline.
- Appropriate boring device. Some examples are:
 - Resistograph Drill System.
 - Gas powered or electric ½ drive drill with a 3/8 in. x 18 in. auger bit.
 - Increment bore with a minimum bit length of 12 in.
 - Means to measure remaining shell thickness.
 - Bore hole sterilization substance.
 - Treated 7/16 in. hardwood plugs.

Intrusive Patrol Procedures

All wood structures 15 years and older will be minimally intrusively inspected by the following criteria:

- If not in concrete or asphalt, excavate to a minimum depth of 12 in below groundline, the excavation occurring nearest the largest check and/or near below groundline attachments. If in concrete or asphalt, go to the next step.
- Poles will be sounded with a hammer from a minimum of 6ft above groundline to the bottom of the excavation, listening for the presence of voids and/or unsound wood.
- A minimum of two borings will be taken; one at the bottom of the excavation, the other 90° from the first boring and at groundline. If pole is set in concrete or asphalt, then both borings will be taken at groundline. Additional borings shall be taken if necessary to determine the condition of the structure.
- Each hole shall be probed with an instrument to determine the presence of internal decay and/or insect damage.

- If damage exists, the damage will be evaluated and a determination shall be made as to serviceability of the structure and the pole will be rated at this time (according to Appendix B).
- Inspection holes shall be sterilized by utilizing a VG&E-approved material.
- Inspection holes will be plugged by a 7/16 in. hardwood treated dowel.
- Report the following information in VG&E-approved formats:
 - Facility number.
 - Manufacturer.
 - Manufacture date.
 - Original treatment.
 - Pole length.
 - Pole class.
 - Wood species.

APPENDIX B

PRIORITY CHARTS

1- Inspection and Maintenance Overview Time Frame

Priority	Time Frame	Underground	Overhead and Pad-Mounted Equipment	Wood Poles	Wood Pole-Related Public Level Communication Level Power Line Level
1	Immediate - Start corrective action to eliminate hazardous condition.	Start corrective action process.	Start corrective action process.	Start corrective action process.	Start corrective action process.
2	Urgent Condition - Has potential to develop into a hazardous condition. Failure/interruption probable, but there is time to plan corrective action.	Corrective action within 90 days.	Corrective action within 90 days.	Corrective action within 90 days.	Corrective action within 90 days. Separate criteria for Public, Communications and Power Line Levels.
3	Advanced Degradation - Corrective action required early in inspection cycle.	Corrective action within 12 months.	Corrective action within 12 months.	Corrective action within 12 months.	Corrective action within 12 months. Separate criteria for Public, Communications and Power Line.
4	Moderate Degradation - Corrective action required before the end of the inspection cycle.	Corrective action within 3 years.	Corrective action within 3 years.	Corrective action within 3 years.	Corrective action within 3 years. Separate criteria for Public, Communications and Power Line.
5	Safe and Reliable - No action needed	Next inspection interval.	Next inspection interval.	Next inspection interval.	Next inspection interval.

2-Non-Visual Typical Discrepancies of Overhead Wood Poles

Priority	Time Frame/Action	Decay pocket (GL or BGL) - Shell thickness at weakest point	Exterior Shell Rot (GL or BGL) - Depth of rot
1	Immediate - replace pole.	Exposed pocket, with < 0.5" shell on average at FL, causing unstable structure. Failure imminent.	Exterior shell rot causing unstable structure. Failure imminent.
2	Urgent Condition - replace within 90 days.	Shell ≤ 1.0" and GLCir. = 24" to 50" Shell ≤ 1.5" and GLCir. = 51" to 61" Shell ≤ 2.0" and GLCir. = 62" to higher	Depth > 1.0" GLCir. = 24" to 38" Depth > 1.5" GLCir. = 39" to 50" Depth > 1.75" GLCir. = 51" to 61" Depth > 2.0" GLCir. = 62" to higher
3	Advanced Degradation - Replace within 1 year.	Shell 1.0" to 1.5" GLCir. = 24" to 50" Shell 1.5" to 2.0" GLCir. = 51" to 61" Shell 2.0" to 2.5" GLCir. = 62" to higher	Depth 0.75" to 1.0" GLCir. = 24" to 38" Depth 1.0" to 1.5" GLCir. = 39" to 50" Depth 1.5" to 1.75" GLCir. = 51" to 61" Depth 1.75" to 2.5" GLCir. = 62" to higher
4	Moderate Degradation - Replace within 3 years.	Shell > 1.5" to 4.5" GLCir. = 24" to 38" Shell > 1.5" to 5.0" GLCir. = 39" to 50" Shell > 2.0" to 6.0" GLCir. = 51" to 61" Shell > 2.5" to 7.0" GLCir. = 62" to higher Replace if void at 96" AGL.	Depth 0.5" to 0.75" GLCir. = 24" to 38" Depth 0.75" to 1.25" GLCir. = 39" to 50" Depth 1.25" to 1.5" GLCir. = 51" to 61" Depth 1.5" to 1.75" GLCir. = 62" to higher
	Repair within 3 years.	Repair if no void at 96" AGL.	Depth 0.25" to 0.5" GLCir. = 24" to 38" Depth 0.5" to 0.75" GLCir. = 39" to 50" Depth 0.75" to 1.0" GLCir. = 51" to 61" Depth 1.0" to 1.25" GLCir. = 62" to higher
5	Safe and Reliable - No action needed	<i>No Criteria</i>	<i>No Criteria</i>

Notes:

1. **GL** – Ground Level; **AGL** – Above Ground Level; **BGL** – Below Ground Level
2. **SF** – Safety Factor
3. Shell thickness measured from two borings at GL or BGL, 90 degrees apart.
4. **GLCir.** – Ground Level Pole Circumference

3-Visual Typical Discrepancies of Overhead Wood Poles

Priority	Time Frame/Action	Split or Decay in Pole	Hole/Boring Damage - Animal, Bird or Insect	Exterior Damage - Compression/Fire/Animal/Mechanical	Footing/Set Depth
1	Immediate - Correct, replace, or PTR.	Split or decay damage causing unstable structure. Failure imminent - R, PTR.	Hole/boring damage causing unstable structure. Failure imminent - R, PTR.	Exterior damage causing unstable structure. Failure imminent - R, PTR.	Footing/set depth no longer supports pole - C.
2	Urgent - Correct, replace, or PTR. Complete within 90 days.	Split or decay allows light through pole - R, PTR. Split or decay at critical attachment; bolt pulling through pole - R, PTR. Exposed decay pocket at GL or BGL where part of the shell is gone - R.	Hole allows light through pole - R, PTR. Hole > 2" diameter and extends past center - R, PTR. Cavity with < 1" shell thickness - R, PTR. Three or more holes > 2" diameter within 18" vertical at high stress area - R, PTR.	Compression wood, peeling off > 2" depth - R. Exterior damage > 2" depth and > 1/4 pole circumference (1 quadrant) - R.	Depth in soil > 20% shallow and heavy equipment (Xfmr/long span/2+ circuits, and so forth) - C.
3	Advanced Degradation - Correct, SAM ¹ , or PTR. Complete within 1 year.	Split within 6" of critical attachment; not pulling through - C, R, PTR. Decay within 6" of critical attachment; not pulling through - R, PTR.	Hole > 2" diameter with possible cavity in high stress area - SAM, PTR. Three or more holes > 2" diameter within 18" vertical - SAM, PTR. Insect borings or droppings - SAM.	Compression wood, peeling off 1" to 2" depth - SAM. Exterior damage 1" to 2" depth and > 1/4 pole circumference (1 quadrant) - SAM. Cross break - SAM.	Depth in soil > 10% shallow and heavy equipment - C. Leaning > 1' per 10' height with heavy equipment (Xfmr/long span/2+ circuits, and so forth) - C.
4	Moderate Degradation - Correct, SAM ¹ , or re-inspect within 3 years.	Split within 6" of critical attachment, but contained by construction bolt or adequate repair - Re-inspect.	Hole < 2" diameter with cavity - SAM, PTR.	Exterior damage 1" to 2" depth and 2" to 1/4 pole circumference (1 quadrant) - SAM. Extensive top damage > 6" above all critical attachments - C, PTR. Adequate temporary repair - Re-inspect.	Leaning > 1' per 10' height - C. Depth in soil > 10% shallow - C.
5	Safe and Reliable - No action needed.	<i>No Criteria</i>	<i>No Criteria</i>	<i>No Criteria</i>	<i>No Criteria</i>

Notes:

1. **SAM (Structural Assessment Method)** – To be performed by a specially trained individual; **only** for Priorities 3 and 4, as noted.
2. **PTR (Pole-Top Replacement)** – Only applies if the noted damage is limited to the top five feet of the pole. Certain repairs are not applicable for all PTR situations. PTR requires both (1) **pass intrusive** and (2) **wind load** before actual repair. PTR is a permanent repair.
3. **Critical Attachment** – Examples: guy fixture, X-arm through-bolt, insulator through-bolt, or equipment through-bolt.
4. **High Stress Area** – Ex: For poles with guy, at guy attachment; for other distribution poles, GL up to 5 feet; for H-frame poles, at "X"-brace attachments.
5. **R** = Replace; **C** = Correct.

4-Overhead Pole-Related Typical Discrepancies

Priority	Time Frame/Action	Public Level - Up to Inspector's reach	Communications Level - Cable, phone	Power Line Level - Above communications level
1	Immediate - Start corrective action.	Riser and cable damage. Guys/Anchor Rods - BMW, pole leaning, public hazard. Guy guard - BMW, high public traffic. ³ Ground wire exposed. ³	<i>No Criteria</i>	Major equipment bracket - BMW. Insulator or pin - BMW.
2	Urgent Condition - But there is time to plan. Correct within 90 days.	Guys/Anchor rods - BMW, pole not leaning. Riser - BMW, uncoupled/gap, cable exposed, no damage. Guy guard - BMW, low public traffic. ³ Visibility strip - BMW. ³ Illegal attachments. Loose/missing riser strap. ³ Uncapped COV riser sweep. ³	Climbing space obstruction caused by COV - no bucket truck access. Climbing space obstruction caused by others - safety hazard to employee. ⁵	Animal/bird's nest near circuitry/equipment. Braces - BMW. Tie Wire - CDL, BMW. Tap - BMW. Pole switch mechanism - BMW.
3	Advanced Degradation - Repair or replace required within 12 months.	Ground wire - BMW discontinuous and not exposed. Riser - major damage, cable not exposed.	Riser - CDL, conductor exposed. Ground wire - BMW.	Riser - BMW and conductor exposed. Insulator or pin - CDL. Ground wire - BMW. Primary side tie insulator touching arm. Pole switch mechanism - CDL, but can be operated.
4	Moderate Degradation - Repair, re-inspect or replace, required within 3 years.	Guy wires - CDL. Riser - CDL, coupling missing or broken and no gap, cable not exposed. Guy Guard - BMW at remote and inaccessible site.	Communications clearance to power line. Pole steps - BMW, CDL. Riser - separating from pole. Riser - CDL and cable not exposed. Ground wire exposed. Riser strap loose, uncoupled/gap. Climbing space obstruction. ⁴ Growth - ivy/vines on climb-only pole.	Equipment bracket/braces - CDL. Primary side tie insulator wood pin protruding > 1"; insulator not touching arm. Span guy - CDL. "High Voltage" signs - CDL, BMW causing illegibility. Idle hardware (bolts, racks, and so forth). Riser- CDL and cable not exposed. Bond wire - CDL. Ground wire exposed. Primary top tie or secondary insulator touching arm. Pole steps - CDL, BMW. Under arm conduit BMW, CDL. Climbing space obstruction.
5	O Safe and Reliable - No action needed	<i>No Criteria</i>	<i>No Criteria</i>	<i>No Criteria</i>

Notes:

1. **CDL** - Cracked/Damaged/Loose. **Performs functions**, may be repairable.
2. **BMW** - Broken/Missing/Worn-out. **Does not perform function** and requires replacement/repair.
3. **Inspector Correctable (IC) items** are to be repaired as part of Detail Inspection.
4. Climbing space obstruction caused by COV - bucket truck access pole.

5- Wood Crossarms Typical Discrepancies

Priority	Time Frame/Action	Bowed/Fracture/Canting	Split/Insect/Decay Damage (SIDD)	Burning/Tracking (Electrical)
1	Immediate - Start corrective action.	Complete fracture. Partial fracture causes > 5" deflection. Primary bowed > 5" and splintering. Canting - through-bolt pulled out.	SSID at through-bolt, arm has moved. SIDD at insulator pin/bolt and pin/bolt ready to separate from arm.	X-arm tracking - cross section missing > 50%.
2	Urgent Condition - But there is time to plan. Correct within 90 days.	Partial fracture causes < 5" deflection. Primary bowed > 5", no splintering. Secondary bowed > 5" and splintering. Canting - through-bolt pulling out.	SIDD at through-bolt, arm has not moved. SIDD at attachment, or insulator pin/bolt and pin/bolt pulling through. If multiple X-arm and bolt at SIDD has pulled through one of two arms.	X-arm tracking - cross section missing between 25% to 50%.
3	Advanced Degradation - Repair or replace required within 1 year.	Secondary bowed > 5", no splintering.	SIDD at attachment hole or insulator pin/bolt - bolts not pulling through. SIDD within 2" of attachment or insulator pin/bolt hole. If multiple X-arm and bolt at SIDD has not pulled through either arm. No damage on second arm.	X-arm tracking - cross section missing up to 25%.
4	Moderate Degradation - Repair or replace required within 3 years.	<i>No Criteria</i>	SIDD, but not within 2" of attachment or insulator pin/bolt holes. Split at bolt/pin, but contained by construction bolt, or adequate repair.	<i>No Criteria</i>
5	Safe and Reliable - No action needed	<i>No Criteria</i>	<i>No Criteria</i>	<i>No Criteria</i>

Notes:

1. SIDD – Split and/or insect and/or decay damage.
2. Decay can include various kinds of rot and/or fungi.
3. Insects can include various kinds of termites, carpenter ants, and carpenter bees.

6- Streetlights (SL-1) – Typical Discrepancies

Priority	Time Frame/Action	Luminaire	Structure - Non-Wood Pole, Electrolier, Mast Arm
1	Immediate - Start corrective action.	Broken glass ready to fall. Fixture or fixture door ready to fall.	Structural/mechanical failure. Vehicle hit pole. Access plate on pole missing - conductor exposed.
2	Urgent Condition - But there is time to plan. Correct within 90 days.	Fixture door/cover missing. Fixture - visible cracks. Broken/missing glass - no hazard. Streetlight out (SLO) ² .	Mast arm weak and unsecured. Pole mechanical damage and may fail soon. Anchor bolts missing/rusted through. Large, multiple holes.
3	Advanced Degradation - Repair or replace required within 1 year.	<i>No Criteria</i>	Bolt covers corroded, irremovable. Anchor bolts corroded, irremovable. Small holes. Unauthorized attachments.
4	Moderate Degradation - Repair or replace required within 3 years.	<i>No Criteria</i>	Paint flaking, rust. Base metal showing through.
5	Safe and Reliable - No action needed	<i>No Criteria</i>	Light graffiti. Paint chalking, faded.

Notes:

1. Do not report bullet hole damage unless it causes other discrepancies described above.
2. Streetlight out (SLO) caused by bulb/cell/simple repair corrected in five working days. SLO source feed repairs in 17 working days.

7- Overhead Conductors – Typical Discrepancies

Priority	Time Frame/Action	Primary Voltage Conductors	Secondary Voltage Conductors	Service Drop
1	Immediate - Start corrective action.	Conductor in contact with other conductors or where contact is imminent. Metal debris. Vegetation arcing or heavy contact.	Conductor - extreme safety hazard to public, such as public level reachable, wire down, bare wires touching anything, wires touching each other at bare spots.	Drop > 15% reduction in vertical clearance. Drop bare > 10% reduction in vertical clearance. Drop bare and arcing.
2	Urgent Condition - But there is time to plan. Correct within 90 days.	Overhead lines not in good repair, such as one-third of strands BMW. Conductor > 10% reduction in radial or vertical clearance. Ivy/vines or vegetation < 18" from energized conductors. Growth on climb-only pole causing inability to operate and access primary devices/equipment. Trees < 4' in HFA.	Conductor > 10% reduction in vertical clearance.	Drop > 10% but < 15% reduction in vertical clearance. Bare drop < 10% reduction in vertical clearance. Bare drop in tree.
3	Advanced Degradation - Repair or replace required within 1 year.	Conductor - uneven sag in high wind area; foreign material in line. Growth on pole > 18" and < 48" from energized conductors.	Conductor - bare in rack construction and through tree. Conductor - tree condition causing significant strain or abrasion with visible damage. Conductor < radial clearance with contact. Any growth on pole within secondary level.	Drop < radial clearance with contact. Drop - tree condition causing significant strain or abrasion with visible damage. Bare drop. ³ Drop connector bare at weatherhead. ⁴
4	Moderate Degradation - Repair or replace required within 3 years.	Conductor - uneven sag and not in high wind areas.	Conductor - bare in rack construction. Conductor < vertical clearance (up to 10% reduction). Conductor - tree condition causing strain or abrasion Conductor < radial clearance - no contact.	Drop < vertical clearance (up to 10% reduction). Drop - tree condition causing strain or abrasion. Drop < radial clearance - no contact.
5	Safe and Reliable - No action needed	<i>No Criteria</i>	<i>No Criteria</i>	<i>No Criteria</i>

Notes:

1. **BMW** - Broken/Missing/Worn-out. **Does not perform function**, needs to be repaired.
2. Clearance or Height- In all cases, clearance or height means G.O. 95 rule minimum values.
3. Replace bare service drop within 12 months.
4. Correct bare weatherhead connector within 12 months.

8-Overhead fault Indicators – Typical Discrepancies

Priority	Time Frame/Action	Age	Functionality	Integrity
1	Immediate - Start corrective action.	<i>No Criteria</i>	<i>No Criteria</i>	<i>No Criteria</i>
2	Urgent Condition - But there is time to plan. Correct within 90 days.	Age of unit is 20 years or more.	Unit has malfunctioned or has failed to operate when tested.	Visible damage that has caused a malfunction under test.
3	Advanced Degradation - Repair or replace required within 1 year.	<i>No Criteria</i>	<i>No Criteria</i>	<i>No Criteria</i>
4	Moderate Degradation - Repair or replace required within 3 years.	<i>No Criteria</i>	<i>No Criteria</i>	<i>No Criteria</i>
5	Safe and Reliable - No action needed.	<i>No Criteria</i>	<i>No Criteria</i>	<i>No Criteria</i>

Notes:

1. Planned replacement cycle for OH Fault Indicators is 20 years.
2. OH Fault Indicators are to be replaced on a program basis. These inspections should only identify Fault Indicators that have passed their 20-year life and were not replaced by the program.

9-Arresters and Fuses – Typical Discrepancies

Priority	Time Frame/Action	Arresters	OH Fuses	UG Fuses
1	Immediate - Start corrective action.	Failure with visible risk of interruption and/or reduced clearance.	Any fuse operation.	Any fuse operation.
2	Urgent Condition - But there is time to plan. Correct within 90 days.	Failure with no visible risk of interruption or reduced clearance.	Dry/Low liquid level in liquid fuses.	<i>No Criteria</i>
3	Advanced Degradation - Replace within 12 months.	Corroded, missing, or broken hardware.	Corroded, missing, or broken hardware. Holder burned or tracking.	Corroded fuseholder or fuse canister. Missing or broken hardware.
4	Moderate Degradation - Maintenance required. Repair or replace within 3 years.	If disconnected from circuit, either remove it permanently, or replace it.	<i>No Criteria</i>	<i>No Criteria</i>
5	Safe and Reliable - No action needed.	<i>No Criteria</i>	<i>No Criteria</i>	<i>No Criteria</i>

Detailed Pole Inspection Form

Date:

Inspector:

Pole #:

Inventory Map Ref:

Pole Set Date:

Location:

Pole Size#:

Visual Intrusive

66 kV	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>	CROSS ARM(s)	_____
16 kV CIRCUIT	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>	CROSS ARM(s)	_____
CROSS ARM(s)	_____				CROSS ARM(s)	_____
7 kV FEEDERS	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>	<u>SECONDARY</u>	
CROSS ARM(s)	_____				OPEN AIR	<input type="checkbox"/>
_____	_____				TRIPLEX	<input type="checkbox"/>
_____	_____				STREET LIGHTS	<input type="checkbox"/>
TRANSFORMERS	_____				POLE GROUND	_____
_____	_____				GUY(S)	_____
_____	_____				PHONE	<input type="checkbox"/>
_____	_____				FIBER OPTICS	<input type="checkbox"/>

COMMENTS	

Condition Rating:

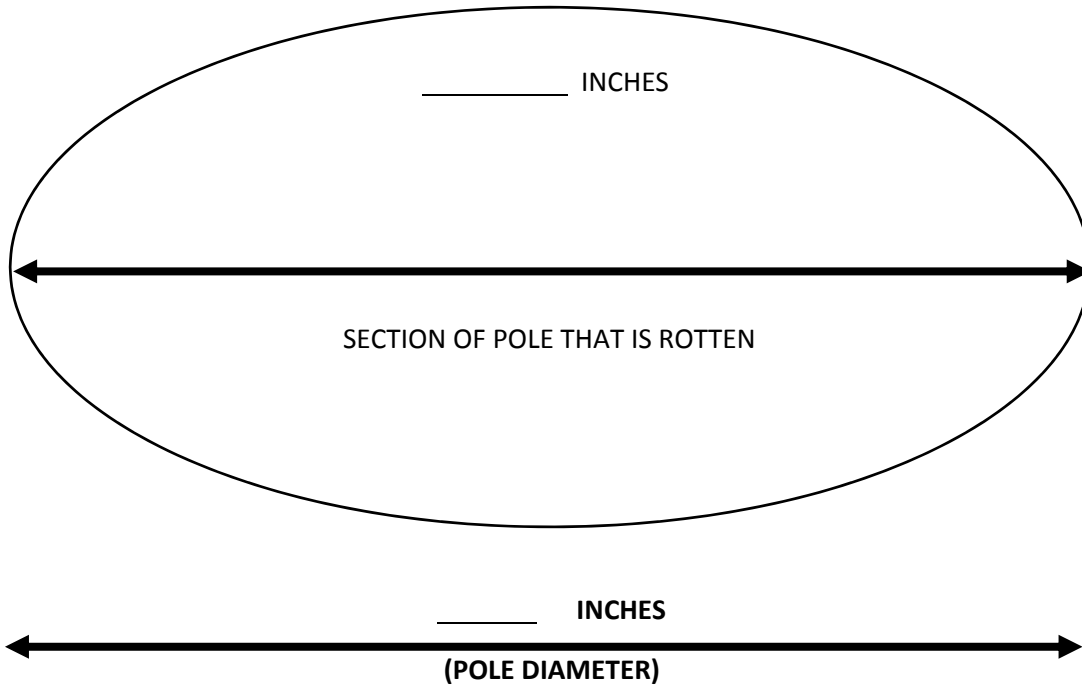
1 - Requires immediate corrective actions
2 - Requires Urgent corrective action to eliminate or mitigate existing condition
3 - Requires timely corrective action to eliminate or mitigate existing condition
4 - Requires corrective action to eliminate or mitigate existing condition
5- Condition of equipment contributes to safe, reliable operation

Intrusive Pole Inspection Form

Address:

Pole#:

Date:



PERCENTAGE OF POLE BUTT THAT IS ROTTEN:
%
IS POLE SHELL ROTTEN?
YES <input type="checkbox"/> NO <input type="checkbox"/>
DEPTH OF SHELL ROT:
IS POLE TOP ROTTEN?
YES <input type="checkbox"/> NO <input type="checkbox"/>
HOW BADLY IS POLE TOP ROTTEN?
<input type="checkbox"/> 1 – SEVERELY ROTTEN
<input type="checkbox"/> 2 – VERY ROTTEN
<input type="checkbox"/> 3 – ROTTEN
<input type="checkbox"/> 4 – SLIGHTLY ROTTEN

General Order 95-Rule 18A Timeframes for Corrective Action

Level 1 - Immediate Safety and/or Reliability Risk with High Probability for Significant Impact

1	Electric Trouble Board Notified	Within 24 Hours
----------	----------------------------------------	------------------------

Level 2 - Variable (Non-Immediate High to Low) Safety and/or Reliability Risk

2A	Non-Conformances that Compromise Worker Safety	Within 12 Months
-----------	-------------------------------------------------------	-------------------------

2B	Non-Conformances/Fire Risk in Fire Threat Zone	Within 12 Months
-----------	-------------------------------------------------------	-------------------------

2C	For All Other Level 2 Non-Conformances	Within 59 Months
-----------	-----------------------------------------------	-------------------------

Level 3 - Acceptable Safety and/or Reliability Risk

3	Minor Non-Conformance or Opportunity Maintenance	Correct During Routine Work
----------	---------------------------------------------------------	------------------------------------

Level 4 - Data Communication

4A	Information and Record Data	As Appropriate
-----------	------------------------------------	-----------------------

4B	Forwarded to Eng./ODD/Contract Ops.	As Appropriate
-----------	--------------------------------------------	-----------------------

Angela Pranata

From: April DeBarge [April.DeBarge@sce.com]
Sent: Tuesday, May 03, 2016 3:50 PM
To: Angela Pranata (angela@scjpc.net); Kathleen Allen (kathleen@scjpc.net)
Subject: items without section #s

Hi Angela and Kathleen.

We are working through some old JPAs and wondering how stringent the JPC is on a few things. Being that a JPA has to go back through another group to have specific sections/items added, can we bill:

* Item 10 without section 19.6

* Item 9 without 14.9

* Item 83 without 10.8

Those are the only 2 problem children I can think of right now.

april
Be Safe Always...

Angela Pranata

From: Diana Correa [Diana.Correa@sce.com]
Sent: Wednesday, May 11, 2016 10:23 AM
To: Angela Pranata
Subject: RE: (External):RE: Web Question Regarding Archive Section 14.9

Ok on another note...Item 9C was removed per Alert dated 8/5/08.
Why is it still showing up on the current Authorized Cost page AC-1?

I am trying to refresh my interpretation of the routing since I have the following problem.

I have a JPA with a prepared date and sent date from 2007.
None of the pole replacements where in the same hole (Section 7.4) would Item 9A be the only
choose for private property locations?

From: Angela Pranata [<mailto:angela@scjpc.net>]
Sent: Tuesday, May 10, 2016 2:12 PM
To: Diana Correa <Diana.Correa@sce.com>
Subject: (External):RE: Web Question Regarding Archive Section 14.9

Clarification removed as of 2009.

Revised (effective 2009):
14.9 Hand Dig Pole
The cost for hand digging a pole replaceme

~~Section 14.9 Clarification~~ 

Angela Pranata
Manager of Operations
So. Ca. Joint Pole Committee
279 E Arrow Hwy, Suite 104
San Dimas, CA 91773
Ph: 909-599-3801 x203
Fax: 909-599-3825
angela@scjpc.net

From: Diana Correa [<mailto:Diana.Correa@sce.com>]
Sent: Wednesday, May 04, 2016 11:18 AM
To: Angela Pranata
Subject: Web Question Regarding Archive Section 14.9

Is there a clarification we need to read?
I couldn't find.

08/05/2008 Alerts:

SECTION 18 - EXAMPLE 13

Effective January 2009: [View PDF file](#)

ITEM 9

Effective January 2009: Item 9:

9 (a) Inaccessible to digging equipment

9 (b) ~~Substructure conflict~~ Must specify nature of conflict

~~9 (c) Other (must specify reason)~~ (revised in September Routine Revision meeting)

This file is not there.

ITEM 14.9

Current

14.9 Hand Dig Pole

The cost for hand digging a pole replacement, or new set will be shared equally among all pole owners. Hand dig char;

[Section 14.9 Clarification](#)

Revised (effective 2009):

14.9 Hand Dig Pole

The cost for hand digging a pole replacement, or new set will be shared equally among all pole owners. Hand dig char;

~~Section 14.9 Clarification~~

Diana Correa
Joint Pole Organization
14005 Benson Ave., Chino, CA 91710
909-548-7157
PAX – 15157
FAX – 15120

Forms

Current time frames

Form 2

45 days

You can start construction on 46th day

Timeline for CPUC

From approved F2 to construction
from Initiating member

From construction complete to send

Form 48

30 days

Form 48

60 days construction

45 days billing

Form 7

15 days

Form 2 Final

Proposed

Comments

60 days

Member asked for extension and denied

Definition of 45 day timeframe:

120 days

Pending proposed time

AUTHORIZATION FOR JOINT POLE TRANSACTION

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

Date Prepared 5/6/2016

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

Date Sent 5/29/2016

Confirming Agreement _____

In Field

By Telephone

Est. Const. Start 6/29/2016

No. of Pages 1

J.P. Auth.No. U3-34578

UTILITY	REPRESENTATIVE	DISTRICT-DIVISION-EXCHANGE	APPROVED	TAXING INSTRUCTIONS	ACCOUNTING DATA
U1	JONES	LOS ANGELES	JONES	LOS ANGELES	55773034
U2	JOHNSON	LOS ANGELES	JOHNSON	LOS ANGELES	A4035
U3	WHITE	LOS ANGELES	WHITE	LOS ANGELES	LA062-016

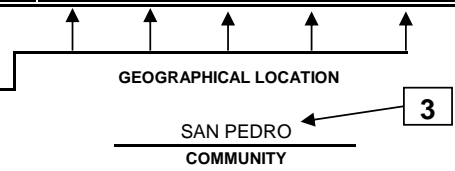
NOTE. Prelim file is outdated.
Need to use the latest F2 excel file.

POLE NO.	Pole Length	Year Set	Pole Tr		ANT	39-3	23-1	30-7	PB	LTD	19	ANT	39-3	23-1	30-5	22-4	Item No.	LOCATION AND NATURE OF WORK	1	
			Class	Anchor Direct.														If not in accordance with Joint Pole agreement and routine-state reasons.		
																		U1 TO REPLACE POLE SECTION 7.15, 7.4, 7.XX		
																				2
3053-U1	45	02	FT															PASEO DEL MAR RD 49' E/O WEYMOUTH AVE	3	
																		SET SAME HOLE FOR U3 BENEFIT	4	
																			5	
30568-U1	45		FT															PASEO DEL MAR RD 49' E/O WEYMOUTH AVE	6	
																		SCZ = 25-2	7	
																			8	
																			9	
																			10	
																			11	
																			12	
																			13	

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

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

Show Quantity of Items to be billed in the Column of Party to be Paid.



VP/J.P.-03

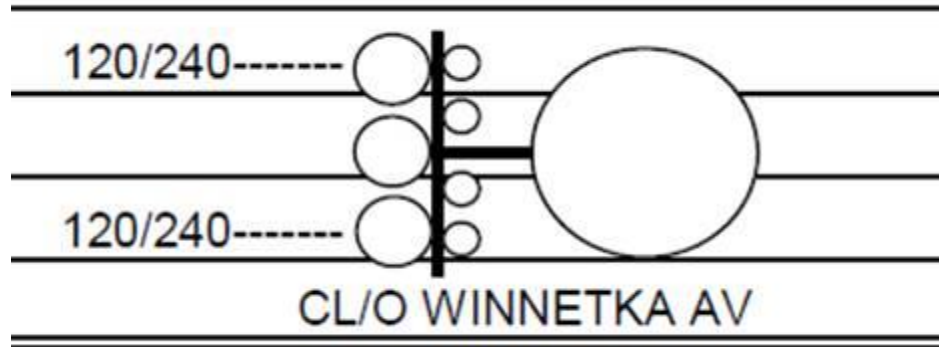
----- Original Message -----

Subject: Riser Sketch

From: "Brown, Steve R." <Steve.Brown2@ladwp.com>

Date: Tue, May 17, 2016 8:53 am

To: "laptop01@scjpc.net" <laptop01@scjpc.net>



Steve R. Brown

Transmission & Distribution District Supervisor

Los Angeles Department of Water & Power

Overhead Distribution Design

(213)367-2746

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

June 14th, 2016

A meeting of the Routine Revision Committee took place on the above date, at 2:15 p.m. at the Committee office. Those in attendance were:

Mr. Joe Serrato	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Larry Chow	Southern California Edison
Ms. April DeBarge	Southern California Edison
Mr. Richard LaBarge	Southern California Edison
Ms. Brenda Davis	Southern California Edison
Mr. Steve Brown	City of Los Angeles
Mr. Christopher Cravens	City of Los Angeles
Mr. Josh Mathisen	AT&T California
Ms. Manijeh Carmichael	AT&T California
Mr. Bret Plaskey	Frontier Communications
Mr. William Kearns	Frontier Communications
Ms. Shawn Henderson	T-Mobile USA
Ms. Angela Pranata	SCJPC Staff
Ms. Kathleen Allen	SCJPC Staff
Mr. Ryan Jones	SCJPC Staff

Those attending via teleconference were:

Ms. Maria Ortiz	XO Communication
Ms. Alicia Smith	Sprint/Nextel Sprint Communications
Ms. Lynn Prescott	Verizon Wireless
Mr. Earle Carrion	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Kay Black	AT&T California
Mr. Chris Manning	Extenet Systems
Ms. Yvonne Johnson	AT&T Mobility
Ms. Lupe Hernandez	Teleport Communications America
Ms. Lynn Prescott	Verizon Wireless
Mr. Brian Polite	City of Riverside
Mr. Ayman Arraj	City of Burbank

Ms. Ortiz opened the meeting by inquiring if there were any questions or concerns regarding the previous meetings minutes. Ms. Ortiz stated her named needed to be removed from the prior month's attendee list as she was not able to attend the meeting.

The second item on the agenda was **Interpretation of Routine Handbook**. Ms. Ortiz stated this is a standing agenda item and is to be discussed at every meeting. There were no issues with the interpretation of the Routine Handbook. The members agreed to table this until the next Routine Revision meeting.

The third item on the agenda was **Item 1597: Review of Routine Handbook Examples**. The members agreed to table discussion on review of the Routine Handbook examples for the next Routine Revision meeting.

The fourth item on the agenda was **Item 1607: Priority 1 Pole definition and Time Frames**. Ms. Pranata reminded members that this item was to be closed as discussed in the previous month's discussions. The members agreed to close this item.

The fifth item on the agenda was **Item 1609: JP Form and Timelines**. The members agreed to table this item for the next Routine Revision meeting.

The sixth item on the agenda was **Item 1610: Review of Section 8 and Item 11**. Ms. Ortiz reminded members this was a discussion to potentially remove item 11. Mr. Chow questioned the validity of section 8 and item 11 as members no longer obtain easements with other members. After discussion, the members agreed to review section 8 and item 11 to see if the section is still needed. The members also agreed to query the members at the Administrative Board meeting to see if other members feel the need to keep the section.

The seventh item on the agenda was **Item 1616: Section Final Billed out of Sequence**. Ms. Carmichael stated JPAs are billed out of sequence often and inquired how to proceed with processing a JPA that was final billed out of sequence. Ms. Hernandez stated several of the NG spreadsheet transfers were billed out of sequence. She continued, stating when a pole replacement came up, or there was an issue where NG was not the owner on record when the original JPA was processed will show the record as NG being joint but in the nature of work area it will be notated no billing with NG as they were not part of the original work order. Ms. Hernandez stated there will be situations where a correction of records will be required to correct the billing sequence but noted if the members worked together to minimize the amount of correction of record JPAs it would be beneficial to all the members. Ms. Carmichael suggested the addition of an example illustrating how a JPA with a pole billed out of sequence is set up to be added to the Routine Handbook. After discussion, the members agreed to table this item for the next Routine Revision meeting.

The eighth item on the agenda was **Item 1617: Section 12.8 & Item 115 & 116**. Ms. Ortiz reminded members that this was discussion on creating verbiage in section 12.8 to include heel/toe braces. Ms. Smith was volunteered to create verbiage for section 12.8. Ms. Smith accepted. After discussion, the members agreed to table this item.

The ninth item on the agenda was **Item 1618: Pulling Butt Directive**. Ms. Ortiz opened discussion on pulling pole butt directive by reminding members that this issue was discussed at the Authorized Cost meeting. The member agreed per discussion at the Authorized Cost meeting to close this item.

The tenth item on the agenda was **Item 1619: Section 1.3 Review**. Ms. Chow opened discussion on the review of section 1.3 by stating that the section conflicts with current field practices. He continued, stating Edison’s legal department believes the Routine Handbook should be deemed a confidential document if the current verbiage is not amended. Mr. Chow stated their legal department specifically had an issue with “nor any information about the content” portion of the verbiage in section 1.3 (see attached). Mr. Chow stated Edison had to provide a copy of the Routine Handbook under confidential cover during regulatory proceedings. He continued, stating the members would need to determine if making the Routine Handbook a confidential document would be beneficial to the members. Mr. Chow stated if the verbiage went unchanged and a member(s) was invited to a city meeting discussing the Routine process, the invited member(s) would not be able to discuss the process. He continued, stating that this is an unacceptable answer for Edison. Ms. Black suggested the creation of an agreed upon presentation to be used in these situations. After discussion, the members agreed to table this item for the next Routine Revision meeting.

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

Review of Action items/JPA Alerts.

- Inquire if members they feel need to keep section 8
- Ms. Hernandez to look for an out of sequence example JPA
- Ms. Smith to create verbiage for section 12.8
- Discuss section 1.3 at the next Routine Revision meeting
- Discuss Item 1620: Failure to Complete Pole Removal at next Routine Revision meeting

The Meeting adjourned at 12:50 p.m. until July 19, 2016.

Ryan Jones, Committee Staff

RIGHTS OF WAY

8.0 Vacation of Right of Way

The following principles apply to the division of costs in connection with rearrangement of the plant of one Member where this Member, by agreement, surrenders its line location to another Member:

The incoming Member shall purchase the plant and associated right of way of the vacating Member at its structural value. The vacating Member shall construct its plant in a suitable location at no expense to the incoming Member, except such additional expense as may be incurred in providing equivalent but not additional facilities. The incoming Member may dispose of the plant to be purchased from the vacating Member as it may elect but if, by agreement, part or all of the plant is to be resold to the vacating Member, the purchase price shall be equivalent to the salvage value of the plant, less cost of removal.

Where the new location of vacating Member is on private property, the right of way shall be secured and its cost included in the final agreement.

In any case where, for a special reason, the foregoing principles as to the division of costs are not considered applicable, the Members concerned may, by agreement, divide the costs in other proportions, but no Member shall be compelled to participate in the capital expense of any other Member except when directly benefited thereby. (See Section 16.0 and 16.2)

Example

Assuming that A desires to obtain the line location of B and joint ownership of poles is not recommended, the cost analysis for vacation of right of way by B should include the following items:

- (a) Structural value of B's existing facilities
.....\$1,000
(Reproduction cost new, less depreciation)
- (b) Net Salvage value to B of above facilities
\$300\$ 700
(Salvage value, less cost of removal)
- (c) Cost to B of equivalent facilities in new location.....\$1,200
- (d) Replacement cost of B's existing facilities in present location.....\$1,100
- (e) Net difference of cost which B will bill A
.....\$ 800

Additional expense to vacating Member may consist of additional cost of right of way, difference in number and length of poles and interest to be owned therein, and difference in lengths of conductors and type of construction necessitated by the character of the new route as compared to the route to be vacated. Current date of setting

and poles of same condition as poles to be installed in new location shall be used in computing comparative costs. If no additional expense is incurred by the vacating Member for providing equivalent facilities, the Joint Pole Authorization shall so state.

As far as practicable, current joint pole schedules shall be used in computing structural and salvage values, Authorized Costs where they are applicable, pulling and transportation. The division of costs shall be set up in Joint Pole Authorization in manner shown by example so that comparative costs may be checked. The billing for net difference of cost is made as an Authorized Cost. Jointly owned poles shall also be listed on the Joint Pole Authorization for the purpose of completing the relinquishment of interest and elimination of poles from the record, and there shall be no separate billing therefor, as structural and salvage values, pulling and transportation are included in the net difference of costs as specified under this section.

Computations involving poles shall be made as follows:

- (a) Where the vacating Member is to remove and retain poles solely or jointly owned, it receives structural value for its interest, cost of pulling and transportation, and allows full salvage value of poles.
- (b) If poles are not to be removed and retained by vacating Member, it receives structural value for its interest only.
- (c) Where two joint owners are concerned in vacation of right of way for a third Member and poles are to be removed, each owner receives structural value for its interest, and only the owner as designated to remove and retain poles receives cost of pulling and transportation and allows full salvage value.
- (d) If poles are to be left in place for the third Member, each owner receives structural value for its interest only.

8.1 Joint Rights of Way

The pole-placing Member may obtain easements, without monetary consideration to the grantor or property owner, over private property in the names of all interested parties except when, by agreement, a non-constructing Member may obtain such easements.

The Member agreed upon to obtain easements will issue Form 2 Preliminary Joint Pole

Authorization, indicating that easements are to be obtained according to this Section 8.1, and describing briefly the location of the proposed easements. If the pole-placing Member obtains the easements, easement information may be included on the same authorization as the poles, if desired.

When easements have been obtained and recorded, Photostat copies of signed documents and maps will be transmitted by Form 8 by the securing Member to the other Member involved. Easements secured will be delineated on the map furnished. Simultaneously, securing Member will indicate the number of signed and recorded documents involved on the completed Joint Pole

Authorization, and forward to Joint Pole Committee Office for billing.

Cost of obtaining rights of way is specified in Item 11, Authorized Costs, in conjunction with Section 1.2. Such costs shall be shared equally by the interested parties.

The use of this section is not mandatory. Member utilities may elect to participate or not, as they see fit in each case. (Revised January 2015)

8.2 Easement Liability

The joint owners of a pole or pole line shall not be held liable or accountable for the owner(s) who have failed to acquire easements to construct their facilities.

Forms	Current time frames	Proposed	Comments
Form 2	45 days You can start construction on 46th day	60 days	Member asked for extension and denied Definition of 45 day timeframe:
Timeline for CPUC From approved F2 to construction from Initiating member From construction complete to send Form 48	30 days		
Form 48	60 days construction 45 days billing	120 days	
Form 7	15 days		Pending proposed time
Form 2 Final			

AUTHORIZATION FOR JOINT POLE TRANSACTION

Date Prepared 5/6/2016

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

Date Sent 5/29/2016

Confirming Agreement _____

In Field

By Telephone

Est. Const. Start 6/29/2016

No. of Pages 1

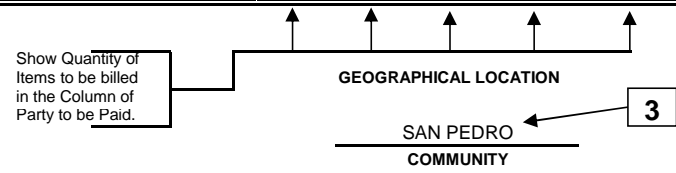
J.P. Auth.No. U3-34578

UTILITY	REPRESENTATIVE	DISTRICT-DIVISION-EXCHANGE	APPROVED	TAXING INSTRUCTIONS	ACCOUNTING DATA
U1	JONES	LOS ANGELES	JONES	LOS ANGELES	55773034
U2	JOHNSON	LOS ANGELES	JOHNSON	LOS ANGELES	A4035
U3	WHITE	LOS ANGELES	WHITE	LOS ANGELES	LA062-016
NOTE. Prelim file is outdated. Need to use the latest F2 excel file.					

POLE NO.	Pole Length Anchor Size	Year Set	Pole Trt Class Anchor Direct.	L			U			Item No.	LOCATION AND NATURE OF WORK If not in accordance with Joint Pole agreement and routine-state reasons.	
				U1	U2	U3	U1	U2	U3			
										U1 TO REPLACE POLE SECTION 7.15, 7.4, 7.XX	1	
						ANT					2	
3053-U1	45	02	FT	39-3	23-1	30-7		PB		LTD	PASEO DEL MAR RD 49' E/O WEYMOUTH AVE	3
				22-4					19		SET SAME HOLE FOR U3 BENEFIT	4
										ANT		5
30568-U1	45		FT 2					39-3	23-1	30-5	PASEO DEL MAR RD 49' E/O WEYMOUTH AVE	6
								22-4			SCZ = 25-2	7
												8
												9
												10
												11
												12
												13

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

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



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

August 16th, 2016

A meeting of the Routine Revision Committee took place on the above date, at 2:15 p.m. at the Committee office. Those in attendance were:

Mr. Joe Serrato	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Larry Chow	Southern California Edison
Ms. April DeBarge	Southern California Edison
Mr. Richard LaBarge	Southern California Edison
Ms. Jessica Pearson	Southern California Edison
Mr. Wayne Brown	Southern California Edison
Mr. Steve Brown	City of Los Angeles
Mr. Christopher Cravens	City of Los Angeles
Mr. Jeffery Williams	City of Los Angeles
Mr. Josh Mathisen	AT&T California
Ms. Manijeh Carmichael	AT&T California
Mr. William Kearns	Frontier Communications
Ms. Megan Stewart	Frontier Communications
Ms. Angela Pranata	SCJPC Staff
Ms. Kathleen Allen	SCJPC Staff
Mr. Ryan Jones	SCJPC Staff

Those attending via teleconference were:

Ms. Maria Ortiz	XO Communication
Ms. Alicia Smith	Sprint/Nextel Sprint Communications
Ms. Lynn Prescott	Verizon Wireless
Mr. Earle Carrion	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Lily Tran	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Andrew Craig	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Kay Black	AT&T California
Mr. Chris Manning	Extenet Systems
Ms. Yvonne Johnson	AT&T Mobility
Ms. Lupe Hernandez	Teleport Communications America
Ms. Shawn Henderson	T-Mobile USA
Mr. Ayman Arraj	City of Burbank
Ms. Erika Williams	Northern California Joint Pole Association

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

The second item on the agenda was **Interpretation of Routine Handbook**. Ms. Ortiz stated this is a standing agenda item and is to be discussed at every meeting. There were no issues with the interpretation of the Routine Handbook. The members agreed to table this until the next Routine Revision meeting.

The third item on the agenda was **Item 1597: Review of Routine Handbook Examples**. Ms. Hernandez stated she was unable to complete the verbiage for section 7.15 and requested to table this item for the next Routine Revision meeting.

The fourth item on the agenda was **Item 1609: JP Form and Timelines**. Ms. Ortiz reopened discussion on the Joint Pole forms and timelines by inquiring if the members had any suggestions to the proposed timelines. Mr. Chow stated that Edison is not willing to agree to the proposed timeline of 60 days for a Form 2. Ms. Ortiz inquired what would happen if Edison denied a member's request for an extension. She continued, stating with the amount of work members are receiving it makes it difficult to respond within the allotted 45 day timeframe. Ms. Hernandez stated there could be charges on a JPA that receiving member does not agree with and if the 45 days have passed they cannot deny the charges. She continued, stating if the Form 48 is received after the 45th day and construction has not started the changes should be reviewed. Ms. Hernandez stated there have been times when changes were denied because of they were received after the 45 day but construction has not started per field verification. Ms. Debarge requested that Ms. Hernandez contact her in the future regarding this matter. Ms. Carmichael inquired if the timeframe could be based off of the construction start date on the Form 2 if the construction start date was more than the 45 days required. Mr. Chow stated it would not matter the timeframe agreed on there will always be a situation where additional time is required. He continued, stating the Edison is open to agreeing to the proposed increase to 120 days to notify members so they can facilitate transfers for Form 48. Mr. Chows stated if the Form 48 timeline is to increase the verbiage in the Routine Handbook needs to be amended regarding billing. He continued, stating the Routine Handbook states the no sooner than 45 days can the JPA be finalized. Mr. Chow stated "no sooner than" means that the timeline could be opened ended and a cutoff date needs to be applied. After reviewing the verbiage in section 18.2 the members agreed the current verbiage was agreeable (see attached). Mr. Mathisen volunteered to work on revising the verbiage for the Form 48 time frame. Ms. Ortiz then queried the members for a proposed timeframe for Form 7. Ms. Carmichael suggested the timeframe for a Form 7 be extended to 30 days citing the current 15 day timeframes includes mailing the Form. Ms. Ortiz agreed with the proposed extension citing the increasing amounts of Form 7s being received. Mr. Serrato stated 30 days would be too long of a timeframe and suggested 21 days as a median. He continued, stating extending the timeframe for the Form 7 could be counterproductive to the spirit of the Form 7 which is to make quick minor changes. The members agreed to keep the Form 7 timeframe as it is. After discussion, the members agreed to keep the 45 day time frame associated with Form 2 and to handle extension request in a case by case manner. The members agreed to keep the current timeframes in place for the Form 7. The members also agreed to table this item for the next Routine Revision meeting.

The fifth item on the agenda was **Item 1610: Review of Section 8 and Item 11**. Ms. Ortiz reminded members this was a discussion to potentially remove item 11. She continued, stating

AT&T was checking internally to see if there would be an issue of removing section 8 from the Routine Handbook. Ms. Ortiz requested that this item be tabled.

The sixth item on the agenda was **Street Lights Ownership / Grade and Space**. Mr. Chow stated this item to discuss the implementation of a check box on the pole card redesign to indicate a streetlight is on a pole. Ms. Ortiz inquired where on the JPA the streetlight will be indicated. Mr. Serrato stated the streetlight notation should be able to indicate if a pole had a streetlight on it prior to the work performed. He continued, stating the JPA should be able to track when a streetlight is installed or removed. After discussion, the members agreed that the streetlight does not need to be shown on the JPA or on the pole record. The members also agreed to close this item.

The seventh item on the agenda was **Item 1616: Final Billed out of Sequence**. Ms. Ortiz stated this item was to determine how to process JPAs that were billed out of sequence. Ms. Hernandez stated Sprint and Crown Castle transferred site poles where Sprint was supposed to keep interest on the space they owned for the antenna. She continued, stating the JPA was billed causing the need for a correction of records JPA. Ms. Hernandez explained that the correction of records JPA was never final billed. She continued, stating Edison is now replacing the pole but the pole record needs to show Sprint as an owner. Ms. Hernandez inquired how members would like to handle these types of scenarios. Ms. Hernandez presented a Preliminary JPA replacing a site pole where Sprint's ownership was transferred to NG in error (see attached). She continued, stating Ms. DeBarge and herself were attempting to reinstate the space that Sprint transferred to NG without creating a correction of records JPA. Ms. Hernandez stated a correction of records JPA was eventually created but inquired if members would accept this as a way to rectify JPAs that have been final billed out of sequence. Mr. Chow agreed with Ms. Hernandez stating if all members involved agreed, JPAs that were final billed could be corrected on a JPA without issuing a correction of records JPA. Ms. Pranata suggested the members verify with Ms. Allen at the SCJPC office if they plan to submit this type of a JPA. After discussion, the members agreed to take JPAs that have been final billed out of sequence in a case by case manner permitting all parties are in agreement. The members also agreed to close this item.

The eighth item on the agenda was **Item 1617: Section 12.8 & Items 115 & 116**. Ms. Ortiz requested that this item be tabled for the next Routine Revision meeting.

The ninth item on the agenda was **Item 1618: Pulling Butt Directive**. The members agreed per discussion at the Authorized Cost meeting that no changes were to be made. The members also agreed to close this item.

The tenth item on the agenda was **Item 1619: Section 1.3 Review**. Ms. Chow reopened discussion on the review of section 1.3 by reminding members this was the issue of Edison's legal departments request to mark the Routine Handbook, Authorized Costs, and Pole Prices as confidential documents of the SCJPC. The members agreed to add this item to the discussion calendar for further discussion. The members agreed to table this item for the next Routine Revision meeting.

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

Ms. Ortiz inquired if members could follow up on changing from a wood pole to a section composite pole using a Form 7. The member agreed that a Form 7 was an acceptable to follow up on changing a wood pole to a section composite pole.

Ms. Allen stated the Committee staff has received pole indicating a member was unauthorized but the grade and not space (i.e. 23GR) is shown on the proposed side of the JPA. Ms. Allen then inquired if there was a default amount of space the Committee staff could use for this scenario. Ms. DeBarge stated Edison typically defaults to 1' if the unauthorized space is unknown. The members agreed that unauthorized attachments that did not specify grade and space would default to 1'.

Ms. Allen stated the Committee staff was receiving section 7.6 JPAs with the incident information in multiple areas of JPAs. Ms. Allen inquired if there is a specific location on the JPA where this information should be. She continued stating the SCJPC staff has notes that the incident information should be at the bottom the JPA. Mr. Chow stated that the location of the information has not been specified and should be acceptable anywhere on the JPA. After discussion, the members agreed the incident information is acceptable anywhere on the JPA.

Ms. Hernandez inquired if the members could work together to create a cheat sheet for section 7.11 & 7.4 PB/LTD & PTD scenarios to help members understand when to use each. Ms. Allen stated she created samples and a cheat sheet for the Committee staff and inquired if the member wanted to use them. Ms. Ortiz requested that the members review Ms. Allen's cheat sheets before the next Routine Revision meeting. The members agreed to discuss this matter further at the next Routine Revision meeting.

Review of Action items/JPA Alerts.

- Ms. Hernandez to work on verbiage for section 7.15
- Mr. Mathisen to work on Form 48 120 day timeframe verbiage
- Remove Streetlights Ownership issue from the Routine Revision Agenda
- Close Item 1616
- Removed Item 1618 from the Routine Revision Agenda
- Discuss Section 1.3 at the Administrative Board meeting
- Ms. Allen to provide Section 7.11 & 7.4 PB/LTD & PTD cheat sheet and examples

The Meeting adjourned at 1:50 p.m. until September 20, 2016.

Ryan Jones, Committee Staff

Forms	Current time frames	Proposed	Comments
Form 2	45 days You can start construction on 46th day	60 days	Member asked for extension and denied Definition of 45 day timeframe:
Timeline for CPUC From approved F2 to construction from Initiating member From construction complete to send Form 48	30 days		
Form 48	60 days construction 45 days billing	120 days	
Form 7	15 days		Pending proposed time
Form 2 Final			

RIGHTS OF WAY

8.0 Vacation of Right of Way

The following principles apply to the division of costs in connection with rearrangement of the plant of one Member where this Member, by agreement, surrenders its line location to another Member:

The incoming Member shall purchase the plant and associated right of way of the vacating Member at its structural value. The vacating Member shall construct its plant in a suitable location at no expense to the incoming Member, except such additional expense as may be incurred in providing equivalent but not additional facilities. The incoming Member may dispose of the plant to be purchased from the vacating Member as it may elect but if, by agreement, part or all of the plant is to be resold to the vacating Member, the purchase price shall be equivalent to the salvage value of the plant, less cost of removal.

Where the new location of vacating Member is on private property, the right of way shall be secured and its cost included in the final agreement.

In any case where, for a special reason, the foregoing principles as to the division of costs are not considered applicable, the Members concerned may, by agreement, divide the costs in other proportions, but no Member shall be compelled to participate in the capital expense of any other Member except when directly benefited thereby. (See Section 16.0 and 16.2)

Example

Assuming that A desires to obtain the line location of B and joint ownership of poles is not recommended, the cost analysis for vacation of right of way by B should include the following items:

- (a) Structural value of B's existing facilities
.....\$1,000
(Reproduction cost new, less depreciation)
- (b) Net Salvage value to B of above facilities
\$300\$ 700
(Salvage value, less cost of removal)
- (c) Cost to B of equivalent facilities in new location.....\$1,200
- (d) Replacement cost of B's existing facilities in present location.....\$1,100
- (e) Net difference of cost which B will bill A
.....\$ 800

Additional expense to vacating Member may consist of additional cost of right of way, difference in number and length of poles and interest to be owned therein, and difference in lengths of conductors and type of construction necessitated by the character of the new route as compared to the route to be vacated. Current date of setting

and poles of same condition as poles to be installed in new location shall be used in computing comparative costs. If no additional expense is incurred by the vacating Member for providing equivalent facilities, the Joint Pole Authorization shall so state.

As far as practicable, current joint pole schedules shall be used in computing structural and salvage values, Authorized Costs where they are applicable, pulling and transportation. The division of costs shall be set up in Joint Pole Authorization in manner shown by example so that comparative costs may be checked. The billing for net difference of cost is made as an Authorized Cost. Jointly owned poles shall also be listed on the Joint Pole Authorization for the purpose of completing the relinquishment of interest and elimination of poles from the record, and there shall be no separate billing therefor, as structural and salvage values, pulling and transportation are included in the net difference of costs as specified under this section.

Computations involving poles shall be made as follows:

- (a) Where the vacating Member is to remove and retain poles solely or jointly owned, it receives structural value for its interest, cost of pulling and transportation, and allows full salvage value of poles.
- (b) If poles are not to be removed and retained by vacating Member, it receives structural value for its interest only.
- (c) Where two joint owners are concerned in vacation of right of way for a third Member and poles are to be removed, each owner receives structural value for its interest, and only the owner as designated to remove and retain poles receives cost of pulling and transportation and allows full salvage value.
- (d) If poles are to be left in place for the third Member, each owner receives structural value for its interest only.

8.1 Joint Rights of Way

The pole-placing Member may obtain easements, without monetary consideration to the grantor or property owner, over private property in the names of all interested parties except when, by agreement, a non-constructing Member may obtain such easements.

The Member agreed upon to obtain easements will issue Form 2 Preliminary Joint Pole

Authorization, indicating that easements are to be obtained according to this Section 8.1, and describing briefly the location of the proposed easements. If the pole-placing Member obtains the easements, easement information may be included on the same authorization as the poles, if desired.

When easements have been obtained and recorded, Photostat copies of signed documents and maps will be transmitted by Form 8 by the securing Member to the other Member involved. Easements secured will be delineated on the map furnished. Simultaneously, securing Member will indicate the number of signed and recorded documents involved on the completed Joint Pole

Authorization, and forward to Joint Pole Committee Office for billing.

Cost of obtaining rights of way is specified in Item 11, Authorized Costs, in conjunction with Section 1.2. Such costs shall be shared equally by the interested parties.

The use of this section is not mandatory. Member utilities may elect to participate or not, as they see fit in each case. (Revised January 2015)

8.2 Easement Liability

The joint owners of a pole or pole line shall not be held liable or accountable for the owner(s) who have failed to acquire easements to construct their facilities.

JOINT POLE PRACTICES AND ROUTINE SCOPE

1.0 Scope

These rules cover joint pole practices, routine, and use of various forms devised to facilitate joint pole construction and to obtain accurate records promptly in accordance with the Southern California Joint Pole Agreement of January 1, 1998. Because the Committee was conceived by organizations who own poles, and has always been governed by documents which were based on that fact, there are necessary exceptions in cases where non-owners are involved. In the administration of joint ownership under the Routine, it is intended that, except for the provisions of Section 7.11 and 17.0, all owners shall participate under the same rules. Other exceptions should involve only special conditions and if any rule is considered inequitable for a specific case, it should be referred to the Administrative Board for recommendation.

In joint planning, the following principles shall govern:

Effort shall be made to locate poles on property lines or other approved locations, so that all Members concerned shall derive the maximum possible service at minimum cost.

Each Member shall designate the character of its own circuits and structures to be placed or continued in joint ownership, and determine the character of the circuits and structures of others with which it will enter into or continue in joint ownership. Where the character of the circuits is such that the joint ownership of a pole or line of poles is mutually agreed upon by all Members concerned, the pole or line of poles shall be of such height and so located that the requirements of each Member shall be met.

Where the character of the circuits is such that separate pole lines are to be maintained on a thoroughfare, all communication circuits shall, in general, be placed on one side of the thoroughfare and all power circuits shall be placed on the other side, so that, as far as practicable, one side of any section of thoroughfare will be available as the communication side and one side as the power side. However, in specific cases, those concerned may, when determined in advance by mutual agreement, locate their circuits on the thoroughfare in some other manner. Crossings of a pole line from side to side of a thoroughfare and conflicting lines shall be avoided as far as practicable.

Should conditions arise that the creation of a co-linear conflict cannot readily be avoided by the constructing Members, they shall cooperate to determine whether the circuits in question shall be placed upon jointly owned poles or whether the avoidance of the co-linear lines shall be obtained

by providing separate non-conflicting construction. In the latter event, the Members concerned shall determine the most practicable and economical method for accomplishing the desired results and shall also agree upon an equitable division of any costs which may be involved.

In the event that a Member occupying joint poles desires to change the character of its circuits, it shall notify the others concerned and they shall cooperate to determine whether or not joint ownership of the poles in question shall be continued. If it is agreed not to continue joint ownership of poles, the Members shall determine the most practicable and economical method of effectively providing for separate lines and shall also agree upon an equitable division of any costs which may be involved.

1.1 Approval

There shall be approval for every joint ownership transaction. This requires that an agreement must be secured from representatives of each utility concerned in specific transactions. This may be effected by field or telephone agreement but must be confirmed by Joint Pole Authorization.

1.2 Special Agreement

Special Agreement may be made for transactions in conflict with the Routine, provided approval is obtained therefor. Joint Pole Authorization shall clearly specify adjustment for each transaction under "Special Agreement" and the Joint Pole Committee Office shall record same as approved by Members concerned. Automatic approval may not apply to a JPA under Special Agreement. Therefore, Section 18.1D does not apply.

1.3 Prohibited Disclosure to Third Parties

Except as set forth below, neither copies of this document, nor any information about the contents thereof, shall be given to any organization or to the employees, agents, or any other affiliates of any organization which is not a member of the Southern California Joint Pole Committee. Notwithstanding the foregoing, disclosure may be made in the following circumstances:

- (a) Disclosure may be made to the extent it is required by the provisions of the California Public Records Act, or any other applicable law, with respect to member organizations which are cities or other governmental agencies to which such law apply.

-
- (b) Disclosure may be made to organizations which are considering membership in the Southern California Joint Pole Committee, if such an organization executes and complies with the terms of the Committee's standard form Non-Disclosure Agreement. (Added February 2014)

final (see attached). After discussion, the members agreed to discuss this issue further at the Administrative Board meeting.

Ms. Ortiz reported that the members would be reviewing section 8. The members agreed to create **Item 1610: Review of Section 8 & Item 11**. The members agreed to table discussion for until the next Routine Revision meeting.

Ms. Hernandez inquired if a Form 9 was sent to place a riser and the riser is no longer needed, should another Form 9 be sent cancelling the placement of the riser. The member agreed that a Form 9 should be sent to cancel the placement of the riser.

Mr. Chow requested clarification on the verbiage in section 18.1C. Mr. Chow continued inquiring if a Form 7 can be used to correct pole material type. Mr. Chow inquired if the members would need to re-field check poles that are alternative pole types. He continued, stating that Edison is working on a project where they would like to use sectional composite fiberglass poles instead of using a crane-set pole. Mr. Brown stated the Department of Water and Power views fiberglass poles with the same safety factors as wood and would not need to re-field-check the poles unless the alternative pole type was cement or steel. After discussion, the members agreed to discuss internally to see if a Form 7 can be used to change the pole material type.

Ms. Black requested the implementation of a timeline that outlines from the Form 2 to construction initiation. Ms. Black stated that after the 61st day, construction can begin and the construction team has 18 months before they are required to send back a Form 48. She continued stating, because of all of the buddy poles, the CPUC believes there is a breakdown in the process causing the buddy pole backup. Ms. Black stated that during the 18 month timeframe, the buddy poles are unknown to her team until the Form 48 is received. She continued stating that there needs to be a way to track the progress before the end of the 18 month timeframe. The members agreed to table this discussion for the next Routine Revision meeting.

Review of Action items/JPA Alerts.

- Members to vote on deletion of section 2.7E at Administrative Board meeting
- Ms. Ortiz to remind members to submit Priority 1 definitions and timeframes
- Ms Ortiz to remind members if Form 7 issues are resolved to CC the SCJPC
- Members to discuss internally the proposed timeframes for JP Forms
- Discuss Section 8 and Item 11 at the next Routine Revision meeting
- Ms. Ortiz and Ms. Johnson to work on Example for section 7.15
- Member to internally discuss the use of a Form 7 to change pole material type

The Meeting adjourned at 2:45 p.m. until May 17, 2016.

Ryan Jones, Committee Staff

BILL NO. 6-12-603

FINAL AUTHORIZATION FOR JOINT POLE TRANSACTION

J.P. FORM 2-1 Rev 07/13

PAGE NO. **1 OF 1**

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

Date Prepared 12/8/2014

In Field

By Telephone

Date Sent 1/21/2015

Confirming Agreement N/A

Date Completed MAY 11 2016 No. of Pages **1 OF 1**

J.P. Auth. No.

E6051-406656051

COSTS and BILLING DATA

- BILLING CODES
1. PLACED CURRENT YEAR
 2. PLACED PRIOR YEAR
 3. UNAUTHORIZED ATTACHMENT
 4. SALVAGE VALUE
 5. AUTHORIZED COSTS

SCE USE ONLY		
BC	AMT	SO

UTILITY REPRESENTATIVE DISTRICT-DIVISION-EXCHANGE APPROVED TAXING INSTRUCTIONS ACCOUNTING DATA

E	MANUEL E. ORTEGA	SAN JOAQUIN VALLEY	JANICE MARIE HELGESON	TULARE	901433858 2CO 700207
T		SVC OPS C&E NO	DAVID EDWARDS	TULARE	SD56

BILL NO. 603

1	POLE NO.	Pole Length	Year Set	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	AMOUNT DUE		ACCOUNTING DIRECTIONS:	
				Pole Treat Class	Anchor Direct	12KV	E	T	12KV	E	T				UTILITY E	UTILITY T		
															TOTAL AMT	TOTAL AMT		
															AMOUNT	AMOUNT		
	4143112E	45	93	FT	100%	(24-1)								1				
														2	5	257 910 637	40	
														3				
														4	5	623		
														5				
	4143112E	45	14	FT 2										6	1	2391		
														7	5	110		
														8	5	110		
														9				
														10				
														11				
														12				
														13				

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

C(XX) = 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.

GEOGRAPHICAL LOCATION
 PORTERVILLE
 COMMUNITY

FORM 48 1/21/2015
3/7/2015

PAGE TOTAL

KW

PRELIMINARY JPA REVIEWED BY:
 LUISA FELIX

BILL NO.

6-16-977

FINAL AUTHORIZATION FOR JOINT POLE TRANSACTION

PAGE NO.

1 OF 1

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

Date Prepared 6/3/2014

By Telephone

Date Sent 6/12/2014 Confirming Agreement 6/6/2014 In Field

X

Date Completed MAY 11 2016 No. of Pages 1 OF 1

J.P. Auth. No. M-231961

COSTS and BILLING DATA

- BILLING CODES
1. PLACED CURRENT YEAR
2. PLACED PRIOR YEAR
3. UNAUTHORIZED ATTACHMENT
4. SALVAGE VALUE
5. AUTHORIZED COSTS

Table with columns: UTILITY, REPRESENTATIVE, DISTRICT-DIVISION-EXCHANGE, APPROVED, TAXING INSTRUCTIONS, ACCOUNTING DATA. Includes entries for J. DARBY, R. ARNDT, VAN NUYS, LOS ANGELES.

Table with columns: BILL CODE, UTILITY, TOTAL AMT, AMOUNT. Includes handwritten values 3804 and 466.

Main table with columns: POLE NO., Pole Length, Year Set, Pole Treat Class, Anchor Size, Anchor Direct., Record (M, L, TN, etc.), Proposed (M, L, TN, etc.), Item No., LOCATION AND NATURE OF WORK, BILL CODE, TOTAL AMT, AMOUNT. Includes handwritten annotations like 'ANCHOR HIT BY VEHICLE', 'ACCIDENT OCCURRED 6/2/14 @ 1:17 AM', and 'ONEIDA AV E/S 15' S/O VAN NUYS BL'.

POLE LEGEND: L = LOWER TOP (Item 5E), P = PULL (Item 5A), PB = PULL BUTT, T = TRANSPORT (Item 5B), S = SALVAGE, D = DISPOSE (Item 5D), TN = TENANT. ANCHOR/ARM 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 502-C3 PACOIMA COMMUNITY

FORM 48 SENT 1/19/2016

PAGE TOTAL

Handwritten 'R' mark.

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

September 20th, 2016

A meeting of the Routine Revision Committee took place on the above date, at 10:05 a.m. at the Committee office. Those in attendance were:

Ms. April Debarge	Southern California Edison
Mr. Wayne Brown	Southern California Edison
Mr. Steve Brown	City of Los Angeles
Mr. Christopher Cravens	City of Los Angeles
Mr. Jeffery Williams	City of Los Angeles
Ms. Manijeh Carmichael	AT&T California
Mr. William Kearns	Frontier Communications
Ms. Megan Stewart	Frontier Communications
Mr. Earle Carrion	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Alex Parra	City of Riverside
Ms. Angela Pranata	SCJPC Staff
Ms. Kathleen Allen	SCJPC Staff
Mr. Ryan Jones	SCJPC Staff

Those attending via teleconference were:

Ms. Maria Ortiz	XO Communication
Ms. Alicia Smith	Sprint/Nextel Sprint Communications
Ms. Lynn Prescott	Verizon Wireless
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
Mr. Andrew Craig	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Josh Mathisen	AT&T California
Ms. Kay Black	AT&T California
Mr. Chris Manning	Extenet Systems
Ms. Yvonne Johnson	AT&T Mobility
Ms. Lupe Hernandez	Teleport Communications America
Ms. Shawn Henderson	T-Mobile USA

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

The second item on the agenda was **Interpretation of Routine Handbook**. Ms. Ortiz stated this is a standing agenda item and is to be discussed at every meeting. There were no issues

with the interpretation of the Routine Handbook. The members agreed to table this until the next Routine Revision meeting.

The third item on the agenda was **Item 1597: Review of Routine Handbook Examples**. Ms. Hernandez stated she was unable to complete the verbiage for section 7.15 and requested to table this item for the next Routine Revision meeting.

The fourth item on the agenda was **Item 1609: JP Form and Timelines**. Ms. Ortiz reopened discussion on the Joint Pole forms and timelines by inquiring if the members had any suggestions to the proposed timelines. Ms. Ortiz inquired if Mr. Mathisen was able to provide verbiage regarding the timelines. Ms. Carmichael requested that this item be table for the next meeting until AT&T could discuss timelines with the CPUC.

The fifth item on the agenda was **Item 1610: Review of Section 8 and Item 11**. Ms. Ortiz reminded members this was a discussion to potentially remove item 11. She continued, stating Mr. Chow wanted to verify to see if the section was still needed internally. Ms. Ortiz requested that this item be tabled.

The sixth item on the agenda was **Item 1617: Section 12.8 & Items 115 & 116**. Ms. Ortiz requested that this item be table for the next Routine Revision meeting.

The seventh item on the agenda was **Item 1619: Section 1.3 Review**. Ms. Ortiz reopened discussion by reminding members that this was discussion on making the Routine Handbook a confidential document. Ms. Ortiz stated this item will be discussed at the Administrative Board meeting.

The eighth item on the agenda was **Item 1621 Review of Form 48 (add/delete item numbers)**. Ms. Ortiz state this item to discuss if item numbers could be added or deleted from a JPA via a Form 48 instead of the use of a Form 7. The members discussed transferring facilities as something a Form 48 could be used for. After discussion, the members agreed to update the verbiage for in Section 18.7 (see attached). The members also made changes to section 18.1C (see attached). The members agreed to add the proposed verbiage to the Discussion calendar at the next Administrative Board meeting.

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

Ms. Ortiz inquired if the member were able to review the cheat sheet for section 7.11 & 7.4 PB/LTD provided by Ms. Allen (see attached). After discussion, the members agreed to remove this item from the Agenda.

Ms. Ortiz inquired if the members finished discussing the need for Phone/CATV needing to be specified alongside item 83. The members agreed to reference September 2016 Authorized Cost meeting for the meeting minutes. The members agreed to update sections 10.8 and 10.9 verbiage to include if multiple member are involved initiating members must specify the member being billed (see attached). The members also agreed to add this proposed verbiage to the Discussion Calendar for the Administrative Board meeting.

Ms. Debarge inquired if a revised Form 2 could be sent if a member was not notified of the work or if one members work conflicts with another members work. She continued, stating it has not become a problem yet but queried the members to discern how they felt on the issue. Ms. Hernandez stated if a members is added the date sent would be updated for that member, a new 45 day timeframe would be required to allow the member the opportunity to review the work. She continued, stating what Edison is doing is working and inquired if the members should update the verbiage to include this scenario. The members agreed to table discussion on this issue.

Review of Action items/JPA Alerts.

- Continue to discuss timelines for the Form 48
- Table discussion on Section 8 and Item 11
- Discuss Review of the Form 48 at the Administrative Board meeting
- Discuss proposed verbiage at the Administrative Board meeting.
- Remove cheat sheet for section 7.4 PB/LTD from agenda.

The Meeting adjourned at 11:10 a.m. until October 18, 2016.

Ryan Jones, Committee Staff

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

October 18th, 2016

A meeting of the Routine Revision Committee took place on the above date, at 9:05 a.m. at the Committee office. Those in attendance were:

Mr. Larry Chow	Southern California Edison
Ms. April Debarge	Southern California Edison
Ms. Jessica Pearson	Southern California Edison
Mr. Steve Brown	City of Los Angeles
Mr. Christopher Cravens	City of Los Angeles
Mr. Jeffery Williams	City of Los Angeles
Ms. Manijeh Carmichael	AT&T California
Mr. William Kearns	Frontier Communications
Ms. Megan Stewart	Frontier Communications
Mr. Joe Serrato	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Sonny Nunez	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Lynn Prescott	Verizon Wireless
Ms. Wendy Mueller	Extenet Sysems
Ms. Jessica Daigle	Northern California Joint Pole Association
Ms. Erika Williams	Northern California Joint Pole Association
Ms. Angela Pranata	SCJPC Staff
Ms. Kathleen Allen	SCJPC Staff
Mr. Ryan Jones	SCJPC Staff

Those attending via teleconference were:

Ms. Maria Ortiz	XO Communication
Ms. Alicia Smith	Sprint/Nextel Sprint Communications
Mr. Earle Carrion	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Mia Tran	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Lily Tran	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Andrew Craig	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Josh Mathisen	AT&T California
Ms. Kay Black	AT&T California
Ms. Lupe Hernandez	Teleport Communications America
Ms. Shawn Henderson	T-Mobile USA
Mr. Ayman Arraj	City of Burbank

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

The second item on the agenda was **Interpretation of Routine Handbook**. Ms. Ortiz stated this is a standing agenda item and is to be discussed at every meeting. There were no issues with the interpretation of the Routine Handbook. The members agreed to table this until the next Routine Revision meeting.

The third item on the agenda was **Item 1597: Review of Routine Handbook Examples**. Ms. Ortiz provided an example for section 7.15 (see attached). After reviewing the proposed example and verbiage, the members agreed to add this proposed section/verbiage to the Administrative Board meeting for further discussion. The members also agreed to review all examples to make sure they are still current with how work is practiced in the field.

The fourth item on the agenda was **Item 1609: JP Form and Timelines**. Ms. Ortiz reopened discussion on the Joint Pole forms and timelines by inquiring if the members had any suggestions to the proposed timelines. Ms. Ortiz inquired if Mr. Mathisen was able to provide verbiage regarding the timelines. Ms. Carmichael requested that this item be table for the next meeting.

The fifth item on the agenda was **Item 1610: Review of Section 8 and Item 11**. Ms. Ortiz reminded members this was a discussion to potentially remove item 11. She continued, stating Mr. Chow wanted to verify to see if the section was still needed internally. Mr. Chow stated there are still some subsection in section 8 that are still relevant. He continued stating it would be best to leave the verbiage as-is. The members agreed to close this item.

The sixth item on the agenda was **Item 1617: Section 12.8 & Items 115 & 116**. Ms. Smith proposed verbiage for section 12.8 describing Heel/Toe Braces and Breast blocking (see attached). After discussion, the members agreed to add this item to the discussion calendar for the Administrative Board meeting.

The seventh item on the agenda was **Item 1621 Review of Form 48 (add/delete item numbers)**. Ms. Ortiz reminded members that the proposed verbiage for section 18.7 was on the Consent Calendar for the Administrative Board meeting.

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

Ms. Hernandez discussed the issue of unrecorded tenants on proposed Form 2. She continued, stating on a pole replacement if a members states they are transferring CATV a tenant needs to be shown on the proposed portion of the Form 2. After discussion, the members agreed to create a JPA Alert reminding members that if they are charging item 83 for CATV, a tenant must be shown. Ms. Hernandez stated she would work to create verbiage regarding requiring a tenant be identified on the proposed portion of the Form 2. The members agreed to table this for the next Routine Revision meeting.

Mr. Brown requested the members reopen Item 1287: Pole mounting equipment in common space (see attached). He continued, stating LADWP is receiving equipment proposals from various entities that would affect pole loading and pole capacity. Mr. Brown inquired if the

entity proposing the installation of the equipment should be required to purchase interest in the support structure. He continued, stating LADWP is determining if they will allow this equipment due to climbing issues. Mr. Brown stated LADWP is also looking into creating a maximum size perimeters. After discussion, the members agreed to reopen discussion of this item under **Item 1622: Pole Mounting Equipment in Common Space** for further discussion.

Ms. Pearson inquired if the example 8 was up to date. She continued stating, the verbiage for the Correction of Records JPAs states the original information should be placed in parentheses in the header portion of the JPA. Ms. Pearson stated that the example only showed the current date prepared and not the original. After discussion, the members agreed that only the date sent needed to be in parentheses.

Ms. Debarge inquired if a landscape version of the Form 48 could be used in place of the current portrait version. She continued, stating because of how Edison processes and files JPAs it is creating some extra work which could be avoided if members submitted the landscape version of the Form 48. Ms. Debarge stated Edison created a landscape version that could be added to the SCJPC website (see attached). Ms. Hernandez stated that most members use their databases to create Form 48s and not SCJPC website. After discussion, the members agreed to upload the landscape version to the SCJPC website for members who prefer to use it.

Mr. Chow stated Edison is having issues with old JPAs where Edison set an engineered steel pole or a lightweight steel pole. He continued, stating the agreement with the other member was to use section 1.2 and charge wood pole pricing. Mr. Chow stated some of the JPAs have gone to automatic approval but Edison cannot final bill the JPA without a signature. He continued stating that Edison is not receiving any type of response to these JPAs. Ms. Hernandez suggested the implementation of a deadline date where the initiating member could move forward with processing a JPA after automatic approval. After discussion, the members agreed to create **Item 1623: 18.1D Arbitration** to discussion this issue further.

Review of Action items/JPA Alerts.

- Add example for section 7.15 to Administrative Board meeting
- Close Item 1610
- Add verbiage for section 12.8 to Discussion calendar for Administrative Board meeting
- Changes to Form 48 added to Consent calendar for Administrative Board meeting
- Ms. Pranata to upload landscape version of Form 48 to SCJPC website.

The Meeting adjourned at 10:30 a.m. until November 15, 2016.

Ryan Jones, Committee Staff

Forms

Current time frames

Form 2

45 days

You can start construction on 46th day

(SCE can't change)

Timeline for CPUC

From approved F2 to construction
from Initiating member

From construction complete to
send Form 48

30 days

Form 48

(notify member to facilitate
transfer)

60 days construction

45 days billing

Form 7

15 days

not less than 45 and no more than
90 calendar days after sending the
completed Form 48.

Form 2 Final

Proposed	Comments
----------	----------

60 days	Member asked for extension and denied Definition of 45 day timeframe:
---------	---------------------------------------------------------------------------------

120 days	SCE OK
----------	--------

21 days? 30 days?	Leave it to 15 days
-------------------	---------------------

OK

RIGHTS OF WAY

8.0 Vacation of Right of Way

The following principles apply to the division of costs in connection with rearrangement of the plant of one Member where this Member, by agreement, surrenders its line location to another Member:

The incoming Member shall purchase the plant and associated right of way of the vacating Member at its structural value. The vacating Member shall construct its plant in a suitable location at no expense to the incoming Member, except such additional expense as may be incurred in providing equivalent but not additional facilities. The incoming Member may dispose of the plant to be purchased from the vacating Member as it may elect but if, by agreement, part or all of the plant is to be resold to the vacating Member, the purchase price shall be equivalent to the salvage value of the plant, less cost of removal.

Where the new location of vacating Member is on private property, the right of way shall be secured and its cost included in the final agreement.

In any case where, for a special reason, the foregoing principles as to the division of costs are not considered applicable, the Members concerned may, by agreement, divide the costs in other proportions, but no Member shall be compelled to participate in the capital expense of any other Member except when directly benefited thereby. (See Section 16.0 and 16.2)

Example

Assuming that A desires to obtain the line location of B and joint ownership of poles is not recommended, the cost analysis for vacation of right of way by B should include the following items:

- (a) Structural value of B's existing facilities
.....\$1,000
(Reproduction cost new, less depreciation)
- (b) Net Salvage value to B of above facilities
\$300\$ 700
(Salvage value, less cost of removal)
- (c) Cost to B of equivalent facilities in new location.....\$1,200
- (d) Replacement cost of B's existing facilities in present location.....\$1,100
- (e) Net difference of cost which B will bill A
.....\$ 800

Additional expense to vacating Member may consist of additional cost of right of way, difference in number and length of poles and interest to be owned therein, and difference in lengths of conductors and type of construction necessitated by the character of the new route as compared to the route to be vacated. Current date of setting

and poles of same condition as poles to be installed in new location shall be used in computing comparative costs. If no additional expense is incurred by the vacating Member for providing equivalent facilities, the Joint Pole Authorization shall so state.

As far as practicable, current joint pole schedules shall be used in computing structural and salvage values, Authorized Costs where they are applicable, pulling and transportation. The division of costs shall be set up in Joint Pole Authorization in manner shown by example so that comparative costs may be checked. The billing for net difference of cost is made as an Authorized Cost. Jointly owned poles shall also be listed on the Joint Pole Authorization for the purpose of completing the relinquishment of interest and elimination of poles from the record, and there shall be no separate billing therefor, as structural and salvage values, pulling and transportation are included in the net difference of costs as specified under this section.

Computations involving poles shall be made as follows:

- (a) Where the vacating Member is to remove and retain poles solely or jointly owned, it receives structural value for its interest, cost of pulling and transportation, and allows full salvage value of poles.
- (b) If poles are not to be removed and retained by vacating Member, it receives structural value for its interest only.
- (c) Where two joint owners are concerned in vacation of right of way for a third Member and poles are to be removed, each owner receives structural value for its interest, and only the owner as designated to remove and retain poles receives cost of pulling and transportation and allows full salvage value.
- (d) If poles are to be left in place for the third Member, each owner receives structural value for its interest only.

8.1 Joint Rights of Way

The pole-placing Member may obtain easements, without monetary consideration to the grantor or property owner, over private property in the names of all interested parties except when, by agreement, a non-constructing Member may obtain such easements.

The Member agreed upon to obtain easements will issue Form 2 Preliminary Joint Pole

Authorization, indicating that easements are to be obtained according to this Section 8.1, and describing briefly the location of the proposed easements. If the pole-placing Member obtains the easements, easement information may be included on the same authorization as the poles, if desired.

When easements have been obtained and recorded, Photostat copies of signed documents and maps will be transmitted by Form 8 by the securing Member to the other Member involved. Easements secured will be delineated on the map furnished. Simultaneously, securing Member will indicate the number of signed and recorded documents involved on the completed Joint Pole

Authorization, and forward to Joint Pole Committee Office for billing.

Cost of obtaining rights of way is specified in Item 11, Authorized Costs, in conjunction with Section 1.2. Such costs shall be shared equally by the interested parties.

The use of this section is not mandatory. Member utilities may elect to participate or not, as they see fit in each case. (Revised January 2015)

8.2 Easement Liability

The joint owners of a pole or pole line shall not be held liable or accountable for the owner(s) who have failed to acquire easements to construct their facilities.

JOINT POLE PRACTICES AND ROUTINE SCOPE

1.0 Scope

These rules cover joint pole practices, routine, and use of various forms devised to facilitate joint pole construction and to obtain accurate records promptly in accordance with the Southern California Joint Pole Agreement of January 1, 1998. Because the Committee was conceived by organizations who own poles, and has always been governed by documents which were based on that fact, there are necessary exceptions in cases where non-owners are involved. In the administration of joint ownership under the Routine, it is intended that, except for the provisions of Section 7.11 and 17.0, all owners shall participate under the same rules. Other exceptions should involve only special conditions and if any rule is considered inequitable for a specific case, it should be referred to the Administrative Board for recommendation.

In joint planning, the following principles shall govern:

Effort shall be made to locate poles on property lines or other approved locations, so that all Members concerned shall derive the maximum possible service at minimum cost.

Each Member shall designate the character of its own circuits and structures to be placed or continued in joint ownership, and determine the character of the circuits and structures of others with which it will enter into or continue in joint ownership. Where the character of the circuits is such that the joint ownership of a pole or line of poles is mutually agreed upon by all Members concerned, the pole or line of poles shall be of such height and so located that the requirements of each Member shall be met.

Where the character of the circuits is such that separate pole lines are to be maintained on a thoroughfare, all communication circuits shall, in general, be placed on one side of the thoroughfare and all power circuits shall be placed on the other side, so that, as far as practicable, one side of any section of thoroughfare will be available as the communication side and one side as the power side. However, in specific cases, those concerned may, when determined in advance by mutual agreement, locate their circuits on the thoroughfare in some other manner. Crossings of a pole line from side to side of a thoroughfare and conflicting lines shall be avoided as far as practicable.

Should conditions arise that the creation of a co-linear conflict cannot readily be avoided by the constructing Members, they shall cooperate to determine whether the circuits in question shall be placed upon jointly owned poles or whether the avoidance of the co-linear lines shall be obtained

by providing separate non-conflicting construction. In the latter event, the Members concerned shall determine the most practicable and economical method for accomplishing the desired results and shall also agree upon an equitable division of any costs which may be involved.

In the event that a Member occupying joint poles desires to change the character of its circuits, it shall notify the others concerned and they shall cooperate to determine whether or not joint ownership of the poles in question shall be continued. If it is agreed not to continue joint ownership of poles, the Members shall determine the most practicable and economical method of effectively providing for separate lines and shall also agree upon an equitable division of any costs which may be involved.

1.1 Approval

There shall be approval for every joint ownership transaction. This requires that an agreement must be secured from representatives of each utility concerned in specific transactions. This may be effected by field or telephone agreement but must be confirmed by Joint Pole Authorization.

1.2 Special Agreement

Special Agreement may be made for transactions in conflict with the Routine, provided approval is obtained therefor. Joint Pole Authorization shall clearly specify adjustment for each transaction under "Special Agreement" and the Joint Pole Committee Office shall record same as approved by Members concerned. Automatic approval may not apply to a JPA under Special Agreement. Therefore, Section 18.1D does not apply.

1.3 Prohibited Disclosure to Third Parties

Except as set forth below, neither copies of this document, nor any information about the contents thereof, shall be given to any organization or to the employees, agents, or any other affiliates of any organization which is not a member of the Southern California Joint Pole Committee. Notwithstanding the foregoing, disclosure may be made in the following circumstances:

- (a) Disclosure may be made to the extent it is required by the provisions of the California Public Records Act, or any other applicable law, with respect to member organizations which are cities or other governmental agencies to which such law apply.

-
- (b) Disclosure may be made to organizations which are considering membership in the Southern California Joint Pole Committee, if such an organization executes and complies with the terms of the Committee's standard form Non-Disclosure Agreement. (Added February 2014)

Section 12.8 Heel/Toe Braces and Breast Blocking

This section shall be used for the placement of heel/toe braces or breast blocking. These methods are used in situations where the condition of the soil is not firm and the surface is not sufficient to prevent the over-turning or excessive movement of a pole at the ground line. The cost associated with installation of a heel/toe brace or breast block can be found in Authorized Costs and shall be shared equally by all joint owners.

PRELIMINARY JOINT POLE AUTHORIZATION
CUT AND KICK REPLACEMENT OF A POLE WITH A WIRELESS ANTENNA
EXAMPLE 28

- (1) This transaction is an antenna pole replacement in the same hole.
- (2) This transaction is a cut & kick pole where U1 will pull the butt and U3 will lower, transport and dispose.
- (3) Indicate proper section of routine to reflect work being done. Note: Section 7.4 & 7.15 are not stand-alone sections, must be used in conjunction with section identifying reason for replacement.
- (4) Item 19A, B or C must be used when using section 7.4, unless it is for the sole benefit of the setting member.
- (5) List authorized costs as applicable.
- (6) Replacement poles must be G.O.95, Rule 94 compliant.

AUTHORIZATION FOR JOINT POLE TRANSACTION

Date Prepared 5/6/2016

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

Date Sent 5/29/2016

Confirming Agreement _____

In Field

By Telephone

Est. Const. Start 6/29/2016

No. of Pages 1

J.P. Auth.No. U3-34578

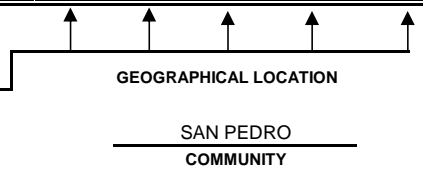
UTILITY	REPRESENTATIVE	DISTRICT-DIVISION-EXCHANGE	APPROVED	TAXING INSTRUCTIONS	ACCOUNTING DATA
U1	JONES	LOS ANGELES	JONES	LOS ANGELES	55773034
U2	JOHNSON	LOS ANGELES	JOHNSON	LOS ANGELES	A4035
U3	WHITE	LOS ANGELES	WHITE	LOS ANGELES	LA062-016
NOTE. Prelim file is outdated. Need to use the latest F2 excel file.					

POLE NO.	Pole Length Anchor Size	Year Set	Pole Trt Class Anchor Direct.	Proposed						Item No.	LOCATION AND NATURE OF WORK <small>If not in accordance with Joint Pole agreement and routine-state reasons.</small>
				L U1	U2	U3		L U1	U2		
											U1 TO REPLACE POLE SECTION 7.15, 7.4, 7.XX 3
						ANT					2
3053-U1	45	02	FT	39-3	23-1	30-7		PB		LTD	PASEO DEL MAR RD 49' E/O WEYMOUTH AVE 3
				22-4					19		SET SAME HOLE FOR U3 BENEFIT 4
										ANT	5
30568-U1	45		FT 2					39-3	23-1	30-5	PASEO DEL MAR RD 49' E/O WEYMOUTH AVE 6
				22-4							SCZ = 25-2 6
											8
											9
											10
											11
											12
											13

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

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.



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

November 15th, 2016

A meeting of the Routine Revision Committee took place on the above date, at 10:40 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. Rich LaBarge	Southern California Edison
Mr. Steve Brown	City of Los Angeles
Ms. Manijeh Carmichael	AT&T California
Mr. William Kearns	Frontier Communications
Ms. Megan Stewart	Frontier Communications
Ms. Lynn Prescott	Verizon Wireless
Mr. Earle Carrion	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Ms. Wendy Mueller	Extenet Sysems
Ms. Angela Pranata	SCJPC Staff
Ms. Kathleen Allen	SCJPC Staff
Mr. Ryan Jones	SCJPC Staff

Those attending via teleconference were:

Ms. Maria Ortiz	XO Communication
Ms. Alicia Smith	Sprint/Nextel Sprint Communications
Ms. Yvonne Johnson	AT&T Mobility
Mr. Joshua Mathisen	AT&T California
Ms. Marina Birarova	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Andrew Craig	Crown Castle NG West Inc. /NewPath Networks/CA-CLEC LLC
Mr. Josh Mathisen	AT&T California
Ms. Kay Black	AT&T California
Ms. Lupe Hernandez	Teleport Communications America
Ms. Shawn Henderson	T-Mobile USA
Mr. Ayman Arraj	City of Burbank

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

The second item on the agenda was **Interpretation of Routine Handbook**. Ms. Ortiz stated this is a standing agenda item and is to be discussed at every meeting. There were no issues with the interpretation of the Routine Handbook. The members agreed to table this until the next Routine Revision meeting.

The third item on the agenda was **Item 1597: Review of Routine Handbook Examples.** Ms. Ortiz reminded members that the example created for section 7.15 was on the consent calendar for the Administrative Board meeting. The members agreed to table this item until after the Administrative Board meeting.

The fourth item on the agenda was **Item 1609: JP Form and Timelines.** Ms. Ortiz reopened discussion on the Joint Pole forms and timelines by inquiring if the members had any suggestions to the proposed timelines. Ms. Carmichael suggested the members table this item until Mr. Mathisen, whom attended the CPUC timeline meetings was present for discussion. The members agreed to table this item for the next Routine Revision meeting.

The fifth item on the agenda was **Item 1617: Section 12.8 & Items 115 & 116.** Ms. Ortiz reminded members that this item was on the Consent Calendar. The members agreed to table discussion on the item until after the Administrative Board meeting.

The sixth item on the agenda was **Item 1620: Failure to Complete Pole Removal.** Ms. Ortiz stated the City of Riverside was having issues the pole removals not being completed. She mentioned that the City of Riverside had previously suggested that if a member was shown performing the removal of a pole on a JPA and the removal never took place, a penalty should be paid by the member who failed to complete the work. Mr. Wayne Brown stated that Edison was having the same issues. He continued, stating there are times that Edison has to go out to the same pole 2-3 times after notifying the member that they have not fulfilled their portion of the agreed work. Mr. Wayne Brown was of the belief that Edison should be able to charge actual costs if they had to remove a buddy pole after numerous notification attempts. Ms. Prescott suggested the implementation of a “trip charge” to compensate members for the time spent fielding poles that should have been removed. Ms. Carmichael suggested a list be sent out to the members notifying them after xx days Edison will remove the pole. Mr. Wayne Brown stated that Edison sends out a spreadsheet weekly with buddy poles that have yet to be removed. Ms. Hernandez inquired if a member responded to the spreadsheet how the responding member would know that their response was ok with Edison. Mr. Wayne Brown stated Edison would not send out another notice if the response was accepted. After discussion, the members agreed to table this item for further discussion.

The seventh item on the agenda was **Item 1622: Pole Mounting Equipment in Common space.** Mr. Brown requested that this item be tabled for the next Routine Revision meeting.

The eighth item on the agenda was **Item 1623: 18.1D Arbitration.** Ms. Pearson reminded members that this was discussion on how to resolve a 1.2 special agreement cost if the members could not come to an agreement. Ms. DeBarge stated this issue came from a situation where Edison set and engineered steel pole but used 1.2 to charge wood pole prices. She continued, stating Edison has sent out a JPA with multiple 1.2 charges that need the receiving member’s signature but Edison has been unable to get the JPAs signed. After discussion, the members agreed to work on verbiage for an arbitration process. Mr. LaBarge volunteered to create the arbitration verbiage for the Next Routine Revision meeting.

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

Ms. Ortiz stated the member needed to create verbiage for unrecorded tenants on proposed Form 2 in section 17. Ms. Hernandez requested that the verbiage be table for the next Routine Revision meeting.

Ms. Ortiz stated that there have been issues regarding an incoming member being on a replacement JPA. She continued, stating they need to issue a pole replacement JPA when they cannot attach due to the pole being overloaded. Ms. Ortiz noted that she is receiving some of the JPAs back with the addition of section 4.0. She continued, inquiring if the members needed to include section 4.0 or if the replacement section 7 applies to all incoming members. After discussion, the members agreed that section 4.0 is not required on replacement poles for incoming member. The members also agreed to create a JPA Alert notifying members that section 4 should not be used with section 7.

Ms. Allen inquired if the members had any preference in the order the Committee staff type the member codes on the pole cards. She continued, stating the proposed side of the JPA was in a different order than the pole card. Ms. Allen noted that it was time consuming for the Committee staff to try and type the pole card in the order of attachment. After discussion the members agreed that it was ok for the Committee staff to follow the final bill member order as received. The members also agreed that when creating a JPA the members should try and follow the current pole records whenever possible.

Ms. Debarge suggested the members create an example for section 5.2. She continued, also suggesting that the members create an example for Correction of Record JPAs prior to 2003. Ms. Debarge stated the Correction JPAs were necessary because the example would need to show the JPA without the parenthesis required from a Correction JPA billed after 2003. Ms. Hernandez inquired why all the original header information was required on a Correction JPA. She continued, stating the accounting information would specify which project is associated but noted that the approval name or the representative name is not imperative to processing the Correction JPA. After discussion, Ms. Debarge agreed to create Correction of Records example for correction of JPAs prior to 2003. Ms. Debarge stated she would also create an example for section 5.2.

Review of Action items/JPA Alerts.

- Ms. Ortiz to discuss failure to complete pole removal at the Administrative Board meeting.
- Ms. Hernandez to provide Mr. LaBarge with information found on past Arbitration process.
- Ms. Hernandez to work on verbiage for unrecorded tenant on a proposed JPA
- Ms. Pranata to create a JPA Alert reminding members not to use section 7 with section 4.
- Ms. Debarge to work on examples for section 5.2 and Correction of Records JPAs billed prior to 2003
-

The Meeting adjourned at 11:55 a.m. until January 17, 2017.

Routine Revision – November 15, 2016

Ryan Jones, Committee Staff

Forms

Current time frames

Form 2

45 days

You can start construction on 46th day

(SCE can't change)

Timeline for CPUC

From approved F2 to construction
from Initiating member

From construction complete to
send Form 48

30 days

Form 48

(notify member to facilitate
transfer)

60 days construction

45 days billing

Form 7

15 days

not less than 45 and no more than
90 calendar days after sending the
completed Form 48.

Form 2 Final

Proposed	Comments
----------	----------

60 days	Member asked for extension and denied Definition of 45 day timeframe:
---------	---------------------------------------------------------------------------------

120 days	SCE OK
----------	--------

21 days? 30 days?	Leave it to 15 days
-------------------	---------------------

OK

Southern California Joint Pole Committee

444 E. Huntington Drive, Suite 205

Arcadia, CA 91006

Phone (626) 294-0820

Fax (626) 294-0872

July 20, 1999

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:

Mr. Chris Bengtsson	City of Los Angeles
Mr. Dan Lewis	GTE California
Ms. Lynn Prescott	AirTouch Cellular
Ms. Lupe Hernandez	Pacific Bell
Ms. Sherri Goetz	So. Calif. Edison Co.
Mr. Mike Torelli	City of Riverside
Mr. Cory Autrey	Pacific Bell Wireless
Mr. Malcolm Brown	AirTouch Cellular
Mr. Mike Bogner	Sprint PCS
Mr. Dennis Ennis	Pacific Bell
Ms. Jennie L. Corella	Committee Staff
Ms. Kathleen Greene	Committee Staff

Chairman, Chris Bengtsson called the meeting to order at 1:10 p.m. The first topic of discussion involved Item 1269: Unauthorized Attachment Penalties. Ms. Goetz reminded the members that this issue was going to be discussed at the next Administrative Board Meeting. Ms. Hernandez stated that originally the members had been requested to review the Pulsiver Decision with their respective legal departments, and whether they were in violation if a \$500.00 penalty was assessed to non-members. Ms. Hernandez stated that the Pacific Bell legal department did not see the penalty as a restraint of trade, because third parties have the option to become members. This issue will continue to be discussed at future Routine Meetings.

The next topic of discussion involved Item 1265: Alternative to Wood Poles. This issue is on hold until further notice from Authorized Costs. When costs are set, then the language will be created in Routine.

The next issue on the agenda was Item 1235: Cost Causer. This issue is

AIRTOUCH CELLULAR
AT&T COMM. OF CALIF., INC.
BURLINGTON NORTH. SANTA FE RY
CITY OF ANAHEIM
CITY OF AZUSA
CITY OF BURBANK
CITY OF COLTON
CITY OF GLENDALE
CITY OF LOMPOC

CITY OF LOS ANGELES
CITY OF PASADENA
CITY OF RIVERSIDE
CITY OF VERNON
GTE CALIFORNIA, INC.
ICG TELECOM GROUP, INC.
LOS ANGELES CELLULAR
L.A. CO. METRO TRANS. AUTH.
MCI METRO/ATS

MCI TELECOMMUNICATIONS
MEDIA ONE
PACIFIC BELL
PACIFIC BELL MOBILE SERVICES
SOUTHERN CALIF. EDISON CO.
SOUTHERN CALIF. WATER CO.
SPRINT PCS
TCG LOS ANGELES

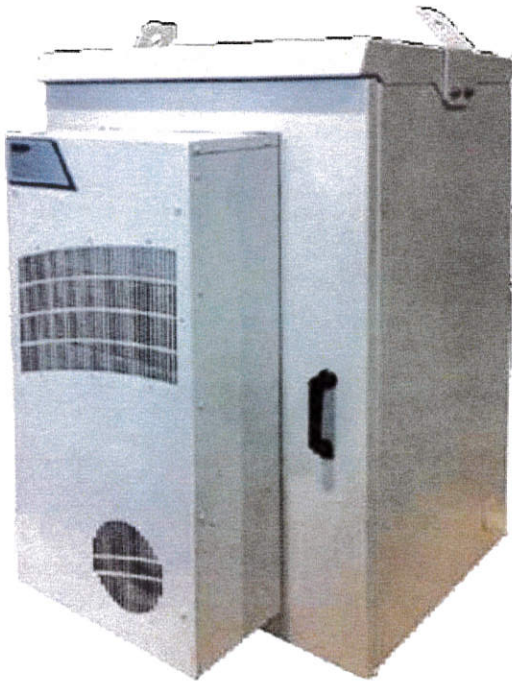
on hold pending the implementation of the Opcats Operating system. This issue concerns the establishment of a cost for continuing to process paperwork, manually, once the Opcats System is completed.

The next item discussed was Item 1287: Pole Mounting Equipment in Common Space. Mr. Autrey, who had initiated the issue, stated that every utility has their own specific guidelines in regards to mounting equipment on poles. His suggestion was that having uniform guidelines would simplify, and expedite the process. Mr. Bengtsson stated, because it is a construction issue, this falls under G.O. 95. The allowance of pole mounting equipment on common structure is not in the guideline of the Joint Pole Agreement. Individual members should decide how he or she services their customers. The Committee cannot dictate to members their service requirements. The issue of aesthetics was raised. Ms. Prescott stated that, usually, the first utility mounted on a pole does not have trouble with obtaining a permit. Eventually, the municipalities, under pressure from their constituencies, and the issue of aesthetics, will then refuse any further permits. Mr. Brown stated there are G.O. 95, member utilities, and future meter reading considerations that must be considered. He is of the opinion, that there is not a need of guidelines for pole mounting in the Routine Handbook. The final consensus was, guidelines for pole mounting are not necessary in the Routine Handbook. An announcement will be made at the next Administrative Board meeting, that Item 1287: Pole Mounting Equipment on Poles is closed.

Under miscellaneous items, Ms. Prescott requested the need for clarification of Section 4.4-Purchase of Interest at Same Grade, and Section 14.1-Arms to be Jointly Owned. She stated her office is receiving JPAs that are attaching to arms free of charge and other JPAs where the attachment is being paid. There is lack of consistency, and her office is unsure in how to process such JPAs. The costs pertaining to these sections are under Authorized Costs, Item 164. Item numbers 164A-D pertains to new arms, where Item 164E, pertains to an existing arm. There is no charge for Item 164E, except the one-foot of interest on the pole. There will always be a charge for attaching to a power arm. Everyone referred to the example on page 18-11. Line 7 refers to 160C. It was clarified that Item 160 refers to crossarms/guardarms, and Item 164 is for cablearms. Item 160C is for attaching to an existing cross/guardarm, at no cost. The example on page 18-11 should be referred when there is any questions on attaching to existing arms.

The meeting adjourned at 2:30 p.m., until August 17, 1999.

41" General Purpose Outdoor Enclosure



SE41-2722 41" General Purpose Outdoor Enc

Consult your Alpha representative for P/N configurations

Mechanical

Dimensions:

mm:..... 1051H x 701W x 559D

inches:..... 41.4H x 27.6W x 22D

Weight:52kg (115lbs)

BILL NO. _____

PAGE NO. 1

FINAL AUTHORIZATION FOR JOINT POLE TRANSACTION

J.P. FORM 2-1 Rev 07/13

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

Date Prepared 6/4/2007
Date Sent 6/15/2007
In Field

By Telephone
Date Completed OCT 03 2016
No. of Pages 9

J.P. Auth No NG30001-21-005

COSTS and BILLING DATA

- BILLING CODES
1. PLACED CURRENT YEAR
 2. PLACED PRIOR YEAR
 3. UNAUTHORIZED ATTACHMENT
 4. SALVAGE VALUE
 5. AUTHORIZED COSTS

UTILITY	REPRESENTATIVE	DISTRICT-DIVISION-EXCHANGE	APPROVED	TAXING INSTRUCTIONS	ACCOUNTING DATA
ATC	Malcolm Brown	LA	M. BROWN	IRVINE	074658 NO JOB
E	Jessica Pearson	MONTEBELLO	J. SANTIAGO	MONTEREY PARK	700092/401079469
FTR	Bret Plaskey	LA	18.1D		
HLA	Manijeh Carmichael	LA	J WALKER	LA	E310
TCA	Dayla Kerwin	LA	18.1D		
TWN	Bernadette McThomas	LA	18.1D		
NG	Mia Tran	CORONA	E. CARRION		mpc1008 MAP #6513-1840

BILL NO. 6015

POLE NO.	Pole Length Anchor Size	Year Set	Pole Treat Class Anchor Direct.	Record								Proposed								Item No.	LOCATION AND NATURE OF WORK If not in accordance with Joint Pole agreement and routine-state reasons.	AMOUNT DUE		ACCOUNTING DIRECTIONS:
				ATC	E	FTR	HLA	TCA	TWN	NG		ATC	E	FTR	HLA	TCA	TWN	NG				UTILITY TOTAL AMT	UTILITY TOTAL AMT	
				C	16KV	C	C	C	C										1	NG TO PURCHASE SEC 4.3 & SEC 4.4, NG TO PL STEPS SEC 14.4 NG TO REARRANGE SEC 10.9				
1676478E	65	66	FT	25 - 1	57 - 25 27 - 1	25 - 1	24 - 6 TN 24	26 - 1	28 - 1									2	MONTEREY PASS RD W/S 5' S/O VAGABOND AV					
			ARM	2.5	26.5	6	1	1										3	NG TO PL CA EXT ARM NE/S/O POLE & ATTACH @ T.O.P. ST-SIDE					
				4'	10.5'													4	NG TO TRFR TWN TO NEW ARM @ B.M.P- NO COST					
																		5						
																		6						
				C	16KV	C	C	C	C									7	NG TO PURCHASE SEC 4.3 & PL ARM SEC 3.0					
1676477E	65	66	FT	26 - 1	57 - 27 TN 25*	26 - 1	24 - 6	26 - 1	26 - 1									8	MONTEREY PASS RD W/S 2763' S/O FREMONT AV					
			ARM	2.25	28.25	6	.25	.25										9						
			ARM	.25		.25		.25	.25									10						
																		11						
																		12						
																		13						

POLE LEGEND:
 L = LOWER TOP (Item 5E)
 P = PULL (Item 5A)
 PB = PULL BUTT
 T = TRANSPORT (Item 5B)
 S = SALVAGE
 D = DISPOSE (Item 5D)
 TN = TENANT

ANCHOR/ARM 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
MONTEREY PARK/TG
COMMUNITY

FORM 48 SENT 8/5/2016

PAGE TOTAL _____

Pole Information for: 1676478E

A C T I V E

Base Owner: E Status: A - Active P Status: B - Billed
Height: 65 Year Set: 1966 Treatment: FT Class: TOP:
Location: MONTEREY PASS RD W/S 5' S/O VAGABOND AV
Latitude: Longitude:
City: MONTEREY PARK CCODE: 5AW1
Type: 3 Joint: - Obsolete:-
Replacement Pole Number:
Last JPA: E0516-TWN880

01 - E 16K .47 57-25 27-1

02 - HLA .17 24-6 T24

03 - ATC .09 25-1

04 - FTR .09 25-1

05 - TCA .08 26-1

06 - TWN .09 28-1

07 -

08 -

09 -

10 -

Bill Of Sale

8/66: E BILL H \$73: E6025-2811

12/98: E BILL ATC \$63; H BILL ATC \$53: ATCLA1032FG-21

8/01: E/H BILL VZ \$27; ATC BILL VZ \$32: GTC33F-97053

8/02: E BILL ATT \$22; H/ATC/VZ BILL ATT \$14: ATT13407A-013

5/04: E BILL ABS \$17; H/VZ/ATC/ATT BILL ABS \$9: ABS-2-6513-1842

ABS-2-6513-1842

05/16: 12C: INSPECTION DATE: 02/27/2016:

E0516-ATC632

05/16: 12C: INSPECTION DATE: 02/27/2016:

E0516-HLA601

05/16: 12C: INSPECTION DATE: 02/27/2016:

E0516-TCA936

05/16: 12C: INSPECTION DATE: 02/27/2016:

Printed On: 11/14/2016 7:11:46 AM

For: 1676478E

Pole Information for: 1676477E

ACTIVE

Base Owner: E Status: A - Active P Status: B - Billed
Height: 65 Year Set: 1966 Treatment: FT Class: TOP:
Location: MONTEREY PASS RD W/S 2763' S/O FREMONT AV
Latitude: Longitude:
City: MONTEREY PARK CCODE: 5AW1
Type: 3 Joint: - Obsolete:-
Replacement Pole Number:
Last JPA: E0516-TWN880

01 - E 16K .51 57-27 T25

02 - HLA .17 24-6

03 - ATC .08 26-1 .25:AR

04 - FTR .08 26-1 .25:AR

05 - TCA .08 26-1 .25:AR

06 - TWN .08 26-1 .25:AR

07 -

08 -

09 -

10 -

Bill Of Sale

8/66: E BILL H \$73: E6025-2811

12/98: E BILL ATC \$60; H BILL ATC \$50: ATCLA1032FG-21

8/01: E/H BILL VZ \$27; ATC BILL VZ \$32: GTC33F-97053

8/02: E/H BILL ATT \$14; VZ/ATC BILL ATT \$15; ATT ASSIGN ATC/VZ .33 FREE ARM: ATT13407A-013

5/04: E/H/VZ/ATC/ATT BILL ABS \$9; ABV ARM REM; ABS ASSIGN VZ/ATC/ATT .25 FREE ARM: ABS-2-6513-1842

ABS-2-6513-1842

05/16: 12C: INSPECTION DATE: 02/27/2016:

E0516-ATC632

05/16: 12C: INSPECTION DATE: 02/27/2016:

E0516-HLA601

05/16: 12C: INSPECTION DATE: 02/27/2016:

E0516-TCA936

05/16: 12C: INSPECTION DATE: 02/27/2016:

Printed On: 11/14/2016 7:11:57 AM

For: 1676477E

[Print](#) | [Close Window](#)

Subject: cor with no copy of original JPA
 From: April DeBarge <April.DeBarge@sce.com>
 Date: Tue, Nov 15, 2016 11:43 am
 To: "laptop01@scjpc.net" <laptop01@scjpc.net>
 Attach: image001.png

AUTHORIZATION FOR JOINT POLE TRANSACTION

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

Date Prepared: (9/00/1995) 4/1/2016
 This authorization is in accordance with Joint Pole Agreement and Routine. The undersigned have agreed on joint work as specified hereon.
 Date Sent: (9/00/1995) 4/1/2016
 Confirming Agreement: In Field By Telephone Est. Const. Start: _____
 No. of Pages: _____ J.P. Auth.No. E6053-407703564COR

UTILITY	REPRESENTATIVE	DISTRICT-DIVISION-EXCHANGE	APPROVED	TAXING INSTRUCTIONS	ACCOUNTING DATA
E	JESSE BAILEY	53-KERNVILLE	APRIL DEBARGE	WOFFORD HEIGHTS	700215
VZ/CTC			18.1D		

POLE NO.	Pole Length Anchor Size	Year Set	Record			Proposed			Item No.	LOCATION AND NATURE OF WORK If not in accordance with Joint Pole agreement and routine-scale reasons.
			Pole T4 Class Anchor Dist.	H E	VZ CTC	12KV E	VZ			
S/A									CORRECTION OF RECORDS 13.1, 13.2 E6053-5178 B/S 9/1995 1	
33936CIT	45	1964	FT		24		PTD		COLUMBUS AV S/S 165' E/O KELLEN WAY 2	
									3	
4295975E	50	1995	FT				43-13 21-3	24-3	S/S COLUMBUS AV 20' E/O KELLEN WAY 4	
									5	
S/B									6	
33936CIT	45	1964	FT		24-3		39-9 21-3	24-3	COLUMBUS AV S/S 165' E/O KELLEN WAY 7	
									8	
									REVERSAL REPLACEMENT DID NOT HAPPEN IN 1995 9	
									DELETE POLE 4295975E FROM RECORDS. 10	
									11	
									(There are No old record to take from) 12	
									BILL BEFORE E6053-407639261 From 13	

POLE LEGEND: L = LOWER TOP (Item 5C)
 P = PULL (Item 5A) CXXX = FOOTAGE CUT

VPJ.P.-03
 Rev. Jul 2013

april
 Be Safe Always...

AUTHORIZATION FOR JOINT POLE TRANSACTION

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

Date Prepared 09/19/2016

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

Date Sent 10/21/16 (4) Confirming Agreement N/A In Field _____ By Telephone _____ Est. Const. Start _____ No. of Pages 1 J.P. Auth.No. E6049-408085208

UTILITY	REPRESENTATIVE	DISTRICT-DIVISION-EXCHANGE	APPROVED	TAXING INSTRUCTIONS	ACCOUNTING DATA
E	J.BINKERD (ASP) TIM DAVIS (SCE)	SANTA BARBARA	TIM DAVIS (4)	GOLETA	TD 1169139 <u>2QD 700198</u>
FTR	TOM MATTSON				
<u>NG</u>					

POLE NO.	Pole Length Anchor Size	Year Set	Record				Proposed				Item No.	LOCATION AND NATURE OF WORK <small>If not in accordance with Joint Pole agreement and routine-state reasons.</small>
			Class	16KV	FTR	NG	Class	16KV	FTR	NG		
(2)												E TO UPDATE RECORD / TOP OF POLE PER SEC. 13.3 & 5.2
4499519E	<u>40 (50)</u>	2015	FT/CL2	39-9	24-4	<u>20-1</u>	<u>34-4</u>	<u>24-4</u>	<u>20-1</u>			MARIPOSA DR W/S 601' N/O LILAC DR
				20-2			<u>20-2</u>					*CREW TO CUT 10' OF EXISTING 50' POLE DUE TO VIEW OBSTRUCTION
	3/4"	<u>64 W</u>		.50	.50							*UPDATE RECORD - POLE IN 2015 W/50' CL2
4499519E	40	2015	F1/CL2				34-4	24-4	20-1			REVISE GRADE & SPACE TO REFLECT NEW POLE HEIGHT
							<u>19-1</u>					

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

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

SANTA BARBARA
COMMUNITY

*Bill After 405157302 *
NG210441-13-106
*Bill After E6049-406412746 *
VP/J.P.-03
Rev. Jan 2010

JPA TOOL 09/19/2016

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Subject: FOR ROUTINE MINUTES [FWD: FW: (External):RE: Section 5.2 Example]
From: laptop01@scjpc.net
Date: Tue, Nov 15, 2016 3:00 pm
To: ryan@scjpc.net, "Angela Pranata" <angela@scjpc.net>
Attach: CHINO-BUSINESS-PROCESS-MX4101@SCE.COM_20161021_080726.pdf

FOR YOUR ROUTINE MINUTES

----- Original Message -----

Subject: FW: (External):RE: Section 5.2 Example
From: April DeBarge <April.Debarge@sce.com>
Date: Tue, November 15, 2016 11:43 am
To: "laptop01@scjpc.net" <laptop01@scjpc.net>
Cc: Maria Ortiz <Maria.Ortiz@cableeng.com>

april

Be Safe Always...

From: Lupe Hernandez [<mailto:Lupe.Hernandez@cableeng.com>]
Sent: Friday, October 21, 2016 8:35 AM
To: April DeBarge <April.Debarge@sce.com>
Subject: (External):RE: Section 5.2 Example

Hi April,

I redlined the JPA to what I think it should look like. If you agree, I will have Maria add it to the Routine to discuss.

Thanks,

Lupe Hernandez
JPA Manager
Cable Engineering Services
Office: 818-658-3353
Cell: 818-903-4553
Lupe Hernandez@cableeng.com

From: April DeBarge [<mailto:April.Debarge@sce.com>]
Sent: Friday, October 21, 2016 8:10 AM
To: Lupe Hernandez <Lupe.Hernandez@cableeng.com>
Subject: FW: Section 5.2 Example

Hi Lupe.

Hope all is well. Can you take a look at the attached JPA and tell me if it's written correctly? I've never seen this scenario...

april

Be Safe Always...

From: Laross Harrington III
Sent: Friday, October 21, 2016 7:55 AM
To: April DeBarge <April.DeBarge@sce.com>
Subject: Section 5.2 Example

Good morning April,

Here is a scanned copy of the Sec. 5.2 we were dealing with. Now there is No Sec. 5.2 in the SAP drop down. So after talking to Wayne, I used Sec. 5.00C, and noted in the Task text and the Notifications box that it was really a 5.2, but 5.2 is not in the drop down menu in Sec. 5

Regards,

La'Ross' Harrington

Southern California Edison | Pole Program Management (PPM) | Process Validation

Joint Pole Organization (JPO) | Joint Pole Clerk | laross.harrington@sce.com

14005 So. Benson Avenue, Chino, CA 91710

Chino Office Bldg JPO

Ph-(909) 548-7056 | Pax-15056 | Fax-(909) 548-7218

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