SUMMARY

This bulletin provides new updates and clarification on allowed locations of service termination and metering equipment. The requirements in this update are effective upon publication and supersede all existing requirements.

AFFECTED MANUAL

2017-2018 Electric & Gas Service Requirements (Greenbook)

TARGET AUDIENCE

PG&E employees that design, estimate, review and inspect to Greenbook requirements

Non-PG&E employees that design, build, and install electric service termination and metering equipment

WHAT YOU NEED TO KNOW

PG&E requires service termination and metering equipment must be installed in an approved outdoor location, at grade level, on the exterior of ground-floor building walls or other type of permanent structure.

When outdoor meter locations are not available or practical, as determined by PG&E, then PG&E may approve electric service termination and metering equipment to be installed in an approved interior location if all of PG&E’s electric room requirements are met as described in Greenbook section 5.3.4., “Electric Meter Rooms”. Meter room drawings and specifications must be submitted to PG&E for review and approval by the local meter shop during the initial stages of construction. Designs submitted after the initial stages of construction will be not approved. Designs must include a designated room for electric service, meters, and metering equipment.

To provide further understanding, item D. in section 5.3.4. has been updated with the following additional requirements and a drawing. See Figure 1, “Electric Meter Room Allowable Locations” and Figure notes.

D. Meter rooms must have a doorway that opens 90 degrees or more directly to the outside of the building or into an area that is available to the general public. Meter rooms must not be located in the interior of a building connected by hallways, corridors, or other internal passage to the outside of the building as this is not considered, direct access from the meter room from the outside.

Note: The term “available to the general public” means any person(s) that does or does not, live or work, at the location, and can freely walk into the business, building, or structure and up to the meter room without restriction from locked doors, gates, security personnel, or other type of restricted access.
1. If the meter room is located below grade, stairs or an acceptable pathway must be provided from an outside publicly accessible area directly to the meter room door.
2. Meter rooms located inside garage areas must be accessible to the general public through a driveway or walkable pathway that is not blocked by locked gates.
APPLICATION CRITERIA

<table>
<thead>
<tr>
<th>Activity Type</th>
<th>Action</th>
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<tbody>
<tr>
<td>New Construction</td>
<td>These requirements apply for all new construction work</td>
</tr>
<tr>
<td>Re-Construction Work</td>
<td>These requirements apply only for upgraded, service and metering equipment</td>
</tr>
<tr>
<td>Maintenance</td>
<td>N/A</td>
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<tr>
<td>Emergency</td>
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DOCUMENT APPROVER

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INCLUSION PLAN

The information and requirements in this bulletin will be included in the next version of PG&E’s Electric & Gas Service Requirements Manual (Greenbook).