

TRI-COUNTY RURAL ELECTRIC COOPERATIVE, INC.

POLICY BULLETIN NO 3-2

SUBJECT: BROKEN METER SEALS/THEFT OF SERVICE

I. POLICY:

In order to meter and bill each account fairly and properly, the cooperative will maintain meter seals on all meters, recover costs for damaged metering equipment and take appropriate legal action in cases involving theft of service.

II. PROCEDURE:

The cooperative will follow the procedures listed below for cases involving broken meter seals, damage to metering equipment and/or theft of service.

A. Broken Meter Seals:

All meters owned and installed by the cooperative shall be sealed with meter seals and such meter seals shall not be broken without first obtaining permission from the cooperative. Upon finding a meter seal broken for the first time, the service will be investigated for possible damage and/or theft of service. If necessary, appropriate action will be taken. The meter will be removed for testing and the account resealed. A standard letter will then be sent warning the member of the possible consequences, if the meter seal is found broken again.

Upon finding a meter seal broken succeeding times, after an investigation for damage and/or theft of service, the cooperative may bill the member for a meter seal charge. This fee shall be reviewed and approved annually by the Board of Directors and listed on the Schedule of Fees.

B. Theft of Service/Damage to Metering Equipment:

If the cooperative finds reasonable evidence that a member has obtained part or all of his electricity by any method that interferes with the proper metering of his account, or that a member's metering equipment has been damaged, the cooperative will investigate for possible theft of service and take appropriate action. In addition, the cooperative will bill the member for:

- a) All costs associated with the repair of the metering equipment,
and
- b) An estimated bill for unmetered or incorrectly metered service used from a known date or twelve (12) months, if the date is unknown. The cooperative will also take legal action through the proper authorities.

III. RESPONSIBILITY:

President & CEO or Designee

Approved: 10/24/72.

Reviewed: 3/20/84, 11/97, 11/21/00, 11/26/02, 11/04/04, 11/20/08, 10/24/10.

Revised: 12/7/82, 2/18/86, 4/19/88, 11/17/98, 10/24/06.

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