

POLICY NO. 30-310

REVISION DATE: May 24, 2005

SUBJECT: Meter Tampering and Unauthorized Diversion of Electric Energy

I. PURPOSE

To set the conditions and liability for meter altering, removing, meter seal removal or unauthorized diversion of electric energy.

II. POLICY CONTENT

Energy Theft

When energy diversion, meter tampering or vandalism is detected, it will be immediately reported to the General Manager. The appropriate personnel to verify the facts should then conduct an investigation. Information will be kept in the strictest confidence and only relayed to individuals with a need to know. Employees should not make accusations or judgments during the course of the investigation.

When an investigation indicates that there has been unauthorized use of electricity, efforts will be made to approximate the amount thereof.

In addition to a meter tampering fee of \$100.00, the Cooperative shall be entitled to bill and collect from the member the appropriate rate for all power and energy not recorded on the meter by such tampering, interfering or other theft or service diversion (the amount of which may be estimated by the Cooperative from the best available data) and all expenses incurred by the Cooperative on account of such unauthorized act or acts.

Meter Seal

No meter seal may be broken by anyone other than a cooperative employee. The Cooperative may give its prior consent to seal breaking by the member when deemed necessary by the Cooperative. A letter of warning for first offense will be given to members who cut their meter seal. A \$75.00 fee will be issued for a second offense. All offenses after that

will be considered as theft of service and will be handled according to the above policy.

Prosecution

The decision to prosecute on criminal charges will be made on a case-by-case basis in consultation with the Board of Directors.

III. RESPONSIBILITY

The responsibility for implementing this policy will rest with the General Manager. All field personnel will be responsible for the prevention and detection phases of this policy in the field, while, office personnel are responsible for detection of irregularities of billing levels. The prosecution responsibility will rest with the General Manager, the Cooperatives legal counsel and the Board of Directors.

ATTESTING:

Secretary

President

Date