

## **PROCEDURE POLICY #8**

### **ELECTRICAL/ELEVATOR SECTION**

#### **ITEM:**

**REQUIREMENTS NECESSARY BEFORE RESTORING/RELEASING THE ELECTRIC UTILITY PERMANENT METER, TO RESIDENTIAL OR COMMERCIAL BUILDINGS THAT HAVE BEEN DAMAGED BY FIRE, STORMS, OR OTHER MEANS.**

**NOTE:** Normal procedure would be to install a construction service. However, in lieu of the construction service, the permanent service may be reconnected **ONLY IF THE FOLLOWING CONDITIONS ARE MET. NO EXCEPTIONS.**

#### **BASIS:**

To ensure that the electrical wiring meets the applicable City Ordinances and that the wiring has been installed in a safe manner.

#### **ENFORCING AUTHORITY:**

The Office of Central Inspection - Electrical/Elevator Section.

#### **PROCEDURE:**

The Licensed Electrical Contractor obtains the required permit, calls for inspection, requesting that the electrical service to the structure be released to the electrical utility company (Westar), for permanent meter connection. Before release, the following conditions must be met:

1. Structure must be weather-tight, enclosed, (roof, windows, doors, plywood, etc.), and capable of being locked and in such condition that the structure will remain as such during repairs.
2. Service panel installed and properly grounded.
3. All branch circuits that are not damaged must be installed in the service panel and must have the receptacles, switches or devices on that circuit installed.
4. **All** required Ground Fault Circuit Interrupters (GFCI) must be installed. Any receptacle that is being replaced in an area that is required in the latest adopted NEC to be GFCI protected, are to be replaced with a GFCI.
5. A 240V receptacle must be installed at the dryer location for construction use.
6. Must have a letter filed in the Electrical section from the City of Wichita Licensed Electrical Contractor that will be repairing and/or installing the wiring, stating that the remainder of the wiring will be in fact installed by their company.