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Amended 6-23-03  
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Reviewed 9/28/15  
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POLK-BURNETT ELECTRIC COOPERATIVE

Policy No.: **M-38**

Subject: **Member Changes to Cooperative Facilities**

Objective: To formalize the standard operating procedure and to affirm the cooperative's past practice regarding actions by the members or the general public for the cooperative to change or cause it to change its facilities solely for the benefit of the responsible party.

Policy: By Request:

1. In the event that any person or organization requests the cooperative to change any existing facilities solely for the benefit of that person or organization, the total cost of said change shall be borne by the person or organization prior to the work being performed.
2. Such changes include, but are not limited to, relocation of existing transformers, meters, service wires, overhead and/or underground wires, or poles where the existing facilities are satisfactory to provide appropriate and adequate electric service to the member(s).
3. Any and all changes made by the cooperative will be designed and completed by the cooperative in consideration of proper industry standards as to construction, placement and safety.

Code Violation:

1. If a member or the general public creates a situation that causes Polk-Burnett's electric distribution facilities to be out of compliance and in direct violation of the applicable National Electric Safety Code (NESC), Polk-Burnett will correct the violation and all costs will be paid by the party responsible for causing the situation.

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Edward O. Gullickson, President  
June 24, 2019