# Index

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Introduction</strong></td>
<td>26</td>
</tr>
<tr>
<td><strong>Scope</strong></td>
<td>26</td>
</tr>
<tr>
<td><strong>Regulations</strong></td>
<td>26</td>
</tr>
<tr>
<td><strong>Clearance Requirements</strong></td>
<td>27</td>
</tr>
<tr>
<td>A. Distribution Clearance Requirements</td>
<td>29</td>
</tr>
<tr>
<td>B. Substation Clearance Requirements</td>
<td>31</td>
</tr>
<tr>
<td>C. Transmission Right-of-Way Clearance Requirements</td>
<td>32</td>
</tr>
<tr>
<td><strong>Methods/Practices</strong></td>
<td>32</td>
</tr>
<tr>
<td><strong>Right of Way Clearance</strong></td>
<td>34</td>
</tr>
<tr>
<td><strong>Contractor Responsibilities</strong></td>
<td>35</td>
</tr>
<tr>
<td><strong>Glossary</strong></td>
<td>39</td>
</tr>
<tr>
<td><strong>General Worker Guidelines</strong></td>
<td>41</td>
</tr>
<tr>
<td><strong>Customer’s approval procedure</strong></td>
<td>43</td>
</tr>
<tr>
<td><strong>Preface</strong></td>
<td>43</td>
</tr>
<tr>
<td><strong>Purpose</strong></td>
<td>43</td>
</tr>
<tr>
<td><strong>Scope</strong></td>
<td>43</td>
</tr>
<tr>
<td><strong>Responsibilities</strong></td>
<td>43</td>
</tr>
<tr>
<td>Distribution</td>
<td>43</td>
</tr>
<tr>
<td>Transmission</td>
<td>44</td>
</tr>
<tr>
<td>EXHIBIT A</td>
<td>45</td>
</tr>
<tr>
<td>EXHIBIT B</td>
<td>46</td>
</tr>
<tr>
<td>EXHIBIT C</td>
<td>47</td>
</tr>
<tr>
<td>EXHIBIT D</td>
<td>48</td>
</tr>
<tr>
<td>EXHIBIT D</td>
<td>49</td>
</tr>
<tr>
<td>EXHIBIT E</td>
<td>51</td>
</tr>
</tbody>
</table>
**Introduction**

The United Illuminating Company (UI Co.) maintains its electrical system in accordance with the National Electric Safety Code. Pursuant to that code, UI is obligated to maintain adequate line clearance between trees and its conductors. UI’s program meets these requirements and those of the State of Connecticut Department of Public Utility Control to ensure safe and reliable electric service to its customers.

**Scope**

The scope of this specification is to provide requirements and guidelines for line clearance pruning and the removing of trees, brush and other vegetation in close proximity to overhead electric distribution facilities located on public and/or private rights-of-way.

**Regulations**

All work practices and definitions, except as otherwise specified herein, shall be in accordance with all applicable Industry, Federal, State and Local laws and regulations, approved standards and safety practices.

These include, but are not limited to:

- ANSI A300 “Standard Practices for Trees, Shrubs and Other Woody Plant Maintenance”
- ANSI Z133.1 “Pruning, Trimming, Repairing, Maintaining and Removing Trees, and Cutting Brush – Safety Requirements”
Clearance Requirements

A. Distribution Clearance Requirements

I. Standard Clearances

In general, the recommended tree to primary wire clearances is, where possible:
   a. a minimum of six (6) feet side clearance,
   b. twelve (12) to fifteen (15) feet clearance from overhanging limbs,
   c. Five (5) to eight (8) feet under-clearance.
   d. Six (6) to ten (10) feet around poles.

The drawings on the following pages illustrate these general guidelines.

II. Evaluation

Because trees and vegetation respond directly to influences of nature and environmental conditions, the clearance requirements will vary. Each tree must be evaluated individually at the time it is trimmed.

This evaluation should include:

   a. Voltage, construction and importance of the line.
   b. Pruning cycle.
   c. Growth rate, species, shape, condition and location of the tree.
TYPICAL DIMENSIONAL CLEARANCES
Often times, the best or only suitable lateral that a branch can be pruned to is within or well outside of the standard clearance area. Exceptions are allowed, where judgment prevails that the removal of major limbs would drastically alter the shape of the tree. Such exceptions shall not result in unsafe conditions or interfere with the safe operation and maintenance of the line.

Consideration must also be given to the movement of branches and wires resulting in a change of clearance, due to storm and wind conditions.

III. Special Notes

Trees or limbs hazardous to the operation of the line shall be patrolled for and every effort made to remove them.

Pole mounted electrical equipment such as transformers, capacitors, switches, etc. should be provided at least ten (10) feet of clearance.

Secondary and service cables should be cleared such that tree limbs do not rub on cables or entangle the wire.

Vines shall be removed from down guys and poles. If vines are in contact with energized wires, the worker while in a bucket shall cut out a section of the vine stem measuring approximately one (1) foot in length starting at a point approximately 30 inches below the lowest electric wire. Then, the worker shall cut the vine at ground level. Report the location to UI’s Line Clearance supervisor for further action by UI’s crew.

Street Lights – The local municipality is responsible to perform routine maintenance trimming to maintain street light patterns on sidewalks and roadways. Conflicts with energized lines shall be referred to UI.

Private Area Lights – During routine maintenance, pruning should clear any vegetation on the pole which is obstructing the pole-mounted fixture.

B. Substation Clearance Requirements

Seasonal (usually May – October) grass cutting and shrub pruning are outlined in the contract/specification with UI’s landscaper. Year-round maintenance work of the substation yard and its perimeter fence addresses security and safety concerns.

Trap rock within the fenced-in, energized areas must always be kept free of vegetation.

Maintaining a vegetation-free, substation ground surface reduces ground potential to workers in the substation yard. It also eliminates tripping hazards. Manual, mechanical, and chemical means are all used to maintain a bare ground.
Outermost perimeter fences must be kept clear of all vegetation on both inside and outside. Also, to assure proper operation and avoid false alarms, perimeter alarm pedestals are to be kept free of vegetation.

Property boundaries and terrain permitting, a minimum of 10 feet outside of perimeter fences is to be kept clear of all tall-growing vegetation including no overhanging of the fence from abutting trees. Any potential climbing access to the substation yard is to be eliminated. For erosion control, grasses, ferns and other low-growing species are allowed in the 10 foot perimeter fence buffer zone. This buffer zone area is maintained once annually.

C. Transmission Right-of-Way Clearance Requirements

ROW clearing shall be performed in accordance with, NERC Vegetation Management standard FAC-003-1, and with ISO New England ROW Vegetation Management Standard OP3 Appendix C.

All Rights-of-Way will be cleared of tall-growing and invasive species; leaving low-growing shrubs, ferns, forbs and grasses.

To provide for inspection of facilities, where terrain permits, vegetation will be cleared to allow for foot and/or vehicle access.

All encroaching side vegetation will be pruned back in accordance with ISO New England OP-3 clearance guidelines and ANSI A300 pruning standards.

While performing rights-of-way floor maintenance, and where possible, off right-of-way trees are to be inspected for their potential hazard to the conductors, towers, and facilities. The UI Line Clearance Arborist is to be notified for follow-up inspection, immediately after a potentially hazardous tree is located.

Site conditions dictate the best and most efficient method to clear utility rights-of-way. No right-of-way terrain is level for its entire length. Additionally, UI rights-of-way traverse a variety of field conditions including grades greater than 45 degrees, wetlands, and swamps, landscaped private property, and areas inaccessible by any vehicle. Consequently, the use of manual, mechanical, chemical, or other vegetation control methods will be implemented where most practical.

The Line Clearance contractor working on the United Illuminating’s Rights-of-Way is to adhere to all applicable federal, state and local laws and ordinances. The rights of abutting property owners are also respected and a “good neighbor” policy adhered to.

Methods/Practices
I. **General**

Directional pruning shall be used to guide tree growth away from wires. As a general rule, cuts shall not be treated with “Tree Paint”.

The line clearance workers are to use their professional judgment and knowledge to obtain the necessary clearances based upon the planned Program Trim Cycle for the area they are working in.

Climbing irons or “hooks” should not be used except in cases involving tree removal work or where field conditions make vehicular access impossible.

The completed job shall result in satisfactory operation of the Overhead Distribution System during normal inclement conditions.

II. **Tree Removal**

Consistent with satisfactory line clearance, public relations and appearance, it is desirable to remove trees under certain conditions rather than proceed with trimming. These conditions include:

a. Trees which remain unsightly due to excessive pruning.
b. Badly deceased, dead or dying trees.
c. High maintenance trees.

Removals must be coordinated by the Line Clearance Supervisor with the local municipal tree warden and/or property owner. Trees shall be removed in a manner causing no damage to adjoining public or private property.

DO NOT undertake any work involving a severe hazard to overhead line operation without first contacting the UI Line Clearance Supervisor or representative.

III. **Tree Stump Removal**

Tree stump removal is normally the jurisdiction of the local municipality or private property owner.

Stumps on private R.O.W.’s shall be cut low enough to permit unhindered travel of motorized equipment.

IV. **Brush**

A woody plant with a stem measuring less than five (5) inches DBH is considered a brush. Brush shall be cut to the ground line where topography and obstructions will permit.
V. Clean up & Disposal

All brush and debris resulting from normal work shall be completely removed from the work area (e.g. fine twigs and litter removed from lawns, the street, sidewalks and driveways).

Brush or wood shall not be allowed to remain on public thoroughfares or on private property overnight unless arrangements have been made by the contractor’s crew leader or UI Supervisor with the authorities or property owner.

All line clearance by-products (e.g. brush, wood chips, logs, wood, etc.) must be disposed of at approved sites and in the most economical way. Brush or wood shall not be burned.

NOTE: The removal of brush and debris resulting from a storm is normally not the utility contractor’s responsibility, unless otherwise authorized by UI.

Right of Way Clearance

I. General

Distribution rights-of-ways (R.O.W.) are to be maintained clear of trees to permit access for line maintenance and provide for safe operation. Such land strips are usually occupied and maintained under long term easements. When any doubt exists as to tree rights on a private R.O.W., contact the Line Clearance Supervisor.

II. Maintenance

All trees and saplings shall be removed as close to the ground as practical and to a suitable distance back on both sides of the line, to provide necessary ground to sky clearance.

Vines on poles, towers and fixtures shall be cut.

Brush shall be handled in such a manner as to avoid obstructing roadways, pathways, and waterways or leaving a distinct fire hazard.

Potential problem trees outside an established R.O.W. shall be removed as directed by UI’s Line Clearance Supervisor or crew foreman after the customer’s permission has been obtained.
**Contractor Responsibilities**

I. **General**

The Contractor is responsible to provide the Company with workers that are properly trained to perform their work competently and deal with the public with professional courtesy at all times.

All work shall be in accordance with recognized and approved arboricultural standards and perform in accordance with all Federal OSHA, ANSI, State and Local requirements appropriate for such work. The contractor will also comply with the Contract terms, rules and specifications established by United Illuminating for such work.

Contractor is to obtain all permits and licenses imposed by law, pay all charges and fees, and give notices necessary and incidental to the due and lawful prosecution of the work and include costs incurred on monthly billing.

Contractor is to provide certified copies of liability insurance coverage for public and private liabilities which may arise in connection with their work.

Contractor is to provide all labor, tools, equipment, transportation and materials to perform line clearance work. Apparatus shall be in proper operating condition and adequately maintained.

Contractor shall provide employees with suitable foul weather gear and other apparatus necessary to perform night emergency work. The contractor’s equipment shall be neat appearing. Appropriate first-aid supplies, as required by OSHA, shall be a part of the standard equipment on all vehicles.

Adequate spare equipment and tools shall be readily available to insure that workers are not delayed in performing the required work. The billing rate for equipment shall be all-inclusive including, but not limited to: fuels, lubricants and maintenance, hand and power tools.

Each crew is to have a copy of these standards and specifications and Dr. Shigo booklets ("Pruning Trees Near Electric Utility Lines) on each crew truck/work location.

II. **Safety**

The contractor shall take the necessary precautions to prevent personal injury or damage to property and shall conduct operations with a minimum of interference to traffic or inconvenience to the public.

In this area of safety and health, the contractor shall:

a. Observe the contractor’s safety rules at all times.
b. Treat every circuit and/or line as energized.

If in the judgment of the contractor's foreman, it is hazardous to perform the assigned work with the circuit energized, UI supervision shall be contacted. The necessary protective line hardware or de-energized circuit(s) will be provided by UI.

III. Damage Notification

The contractor foreman is to notify the UI Supervisor or representative, as soon as possible, of all defects, damage, etc., observed on UI overhead facilities (e.g. wire off, pole top pin, broken basket, etc.). Dangerous conditions should be reported immediately.

IV. Work Assignments

Line clearance work addresses three major categories: Program Maintenance, New Construction and Customer Requests. In general, since the integrity of the mainline affects more customers, distribution trimming should start from the substation out in order to clear the three phases mainline before the side taps.

Each morning the crew foreman is to report to the UI Line Clearance Supervisor his progress from the previous day and obtain his daily work assignment. Any changes made in the assignment during the day shall be immediately reported.

UI will provide necessary maps and reports forms to the contractor indicating the planned work area.

UI Supervision reserves the right to re-assign a crew(s) from their normal work area to a temporary work area as conditions warrant.

V. Traffic Control

The Contractor will be responsible for coordinating and scheduling of traffic control for program work and spot work.

VI. Reports

The foremen of each crew shall record necessary information on UI’s contractor daily time sheet and the contractor's weekly Operation Report indicating the nature and extent of work performed. These forms are to be provided to the Area Line Clearance Supervisor at the end of each working week. In addition, the contractor is to provide UI a monthly summary report of their performance as required by UI.
VII. Public Contact

A. Permissions

1. New Construction

Permission is usually obtained by the UI Customer Engineering Department Representative as part of the planned development. This representative is to advise the customer that they are responsible for site preparation work (e.g. vegetation clearance) before a new pole line is installed.

2. Maintenance

The contractor, as an agent for UI, is to request permission from the adjoining property owner to trim trees around electric conductors on public or private property. In the interest of public relations, it is the Contractor’s responsibility to advise the owners that they will be in a given area performing line clearance work. Realize that we must return to this location in the future, so it is imperative that the customer is satisfied with our workmanship. Therefore:

   a. Confirm that the person you are speaking to is the property owner.
   b. Clearly identify exactly what needs to be trimmed to maintain safe, reliable electric service.
   c. Once an agreement has been reached, repeat and confirm the plan.
   d. If the property owner is not home, leave an approval request card on the door. Refer to UI’s “Customer Approval Procedure” for more detailed information.

Contractor is not to obligate UI to make any payments to another party, nor make any promises or representations of any nature to another party for, or in behalf of UI, without prior approval of UI.

3. State Highway

Crew must have a copy of the State Tree Trimming Permit with Permit Number when doing work on a State Highway.

B. Complaints

In handling any complaints, the contractor shall use its best efforts to maintained and promote good public relations. The contractor shall not make payment to local inspectors, property owners or any other persons for any right to trim or remove trees.
The contractor shall immediately inform the Line Clearance Supervisor of any damage complaints from a customer, regardless of the cause or extent of damage and of all resolutions and settlements.

The contractor shall give immediate attention to, and shall use its best efforts to promptly, courteously and equitably respond to, adjust and/or settle, without obligation to the UI, all complaints received by the contractor from third parties arising out of, or in connection with, performance of their work.

C. Customer Relations

Contractor crew members are UI representatives to our customers. Consequently, each person is expected and required to treat the customer in a professional and courteous manner.

Numerous contacts with local municipalities and customers provide an excellent opportunity to make a positive impression. A worker’s appearance, attitude and methods of approach must reflect creditably upon the Company. They must possess a good knowledge of human nature, arboriculture and have the ability to quickly evaluate situations to secure tree work permissions and, at the same time, establish friendly relations.
# Glossary

<table>
<thead>
<tr>
<th>Term</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brush</td>
<td>A woody plant less than 5 inches in diameter at DBH</td>
</tr>
<tr>
<td>Clearance</td>
<td>The distance from the conductor to the part of the tree that will interfere with or grow in to the conductor first.</td>
</tr>
<tr>
<td>Crew Foreman</td>
<td>The tree contractor’s crew leader (male or female) working with and supervising the line clearance crews.</td>
</tr>
<tr>
<td>Diameter Breast Height (DBH)</td>
<td>Diameter of tree or brush at a point 4 ½ feet above the ground. Also known as Diameter Chest Height (DCH)</td>
</tr>
<tr>
<td>Drop-Crotchting</td>
<td>See “Natural Trimming”</td>
</tr>
<tr>
<td>General Foreman</td>
<td>Supervisory personnel (male or female) working for the contractor who has responsibility for work performed by that particular contractor’s tree crews.</td>
</tr>
<tr>
<td>Ground-line Cutting Hotspotting</td>
<td>Completely removing trees or brush at the ground line.</td>
</tr>
<tr>
<td>Line Clearance</td>
<td>Controlling vegetation to maintain proper clearance from conductors. Synonymous with tree clearing, tree trimming or vegetation management.</td>
</tr>
<tr>
<td>Natural Trimming</td>
<td>Trimming to reduce the height and/or spread of a tree, while attempting to maintain the tree’s natural form, by cutting branches back to a lateral limb, towards the center of the crown.</td>
</tr>
<tr>
<td>Overhanging Limbs</td>
<td>Tree limbs extending over the top of conductors.</td>
</tr>
<tr>
<td>Pruning</td>
<td>The removal in a scientific manner of dead, dying, diseased, interfering, objectionable, and/or weak branches.</td>
</tr>
<tr>
<td>Removal</td>
<td>Completely removing an entire tree to ground level; required when a tree is described as danger tree or when a tree should be removed for other reasons.</td>
</tr>
</tbody>
</table>
**Removal Zone**
An area on the right-of-way, below and extending beyond the conductors, where tree removal and brush clearance are recommended.

**Rounding Over**
Not recommended. The making of many small cuts so that the tree top is sheared in a uniform line. This creates an unhealthy tree condition and results in rapid regrowth directly back toward the area intended to remain cleared.

**Sag**
The vertical distance that a conductor will drop due to heavy load current and/or high temperature.

**Shearing**
See “Rounding Over”

**Shrub**
A woody plant normally maturing at less than 15 feet in height, presenting a generally bushy appearance because of its several erect or spreading stems.

**Side Trimming**
Cutting back or removing the side branches that are threatening the conductors; required where trees are growing adjacent to conductors.

**Species**
The basic category of biological classification intended to designate a distinct group or kind of plant or animal having common attributes.

**Sway**
The horizontal distance that a conductor will move due to wind.

**Top Trimming**
Cutting back large portions of the upper crown of a tree; required when trees are located directly beneath a conductor.

**Tree**
A woody plant normally maturing at 15 feet or more in height, usually with a single trunk, unbranched for several feet above the ground with a definite crown. Any trunk that is 5 inches or over DBH shall be considered a tree.

**Tree Crown**
Upper portion of the tree; the branches or leaf area.

**Trimming**
See “Pruning”

**Trim Cycle**
The period of time between when a tree is trimmed and trimmed again.

**Trim Paint**
A wound dressing applied to cut surfaces on standing trees. Application of such paint is not recommended.

**Under Trimming**
Removing limbs beneath the tree crown to allow wires to pass below the tree.
General Worker Guidelines

First impressions count!

The following items are important to remember at all times:

Crew Image

✓ Be neat in appearance.
✓ Have an orderly appearance of the work vehicles.
✓ Be professional in conduct and attitude.
✓ Have energetic work habits.

Public Relations

✓ Be courteous and sociable.
✓ Be attentive to customer’s concerns.
✓ Have respect for the customer’s property.
✓ Leave the area as you first found it (or better).

Job Knowledge

✓ Conduct a “Tailboard Conference” before starting the job (e.g. Confirm what, who, where, why, etc.).
✓ Prepare before approaching a customer (e.g. Have in mind the importance to trim the line, the species of tree involved, type of trim needed, etc.).
✓ Have confidence in yourself.

Communication

✓ Control the volume and tone of your voice.
✓ Maintain professional body language.
✓ Concentrate on what the customer is saying. Don’t interrupt.
✓ Don’t draw premature conclusions. Ask questions.
✓ Identify clearly what work is to be done. Confirm it.
✓ Trim only what had been discussed.

You represent the UI Company and are expected to treat the customer with respect
LINE CLEARANCE
CUSTOMER APPROVAL PROCEDURE

Dated 7/16/07
LINE CLEARANCE
CUSTOMER’S APPROVAL PROCEDURE

Preface

Keeping trees and limbs clear of United Illuminating’s overhead Transmission and Distribution system is necessary to ensure safe, reliable electric service to our customers. In recognition of the interests and value of trees being properly maintained, we seek through better mutual understanding to gain the customer’s permission and minimize refusals to perform needed work.

Purpose

This procedure provides an organized process for obtaining a customer’s permission to perform routine line clearance work and report cases where permission has not been granted.

Scope

Applies to line clearance work performed on UI’s overhead Transmission and Distribution System.

Responsibilities

Contractor:

1. Obtain permission from customers within planned work area before starting actual work. If the customer is not home, a “door knob hanger” notice should be left discreetly (i.e., not to advertise that no one is home. Two additional attempts should be made to obtain permission using door hangers.

2. Where permission has not been obtained after three attempts, the contractor crew foreman is to complete the “Customer Permission—follow-up” form (see Exhibit A). Regarding Distribution system reporting, special note should be made to identify: “Serious” Conditions (e.g. burn marks, limb heavy on wire, etc.) OR “Non-Serious” Conditions using the Customer Permission—follow-up form. Regarding UI’s Transmission system, use NERC critical forms Clearance 1 and 2 for reporting locations not meeting those standards. Note the “Job Issue” or difficulty (customer permission, access problem, permit/legal issue, or arboricultural issue) that prevents sufficient clearance for being obtained. (see Exhibits B & C). United Illuminating employees, Line Clearance contractors – both tree contractors and ROW inspection contractors are to notify the Line Clearance Arborist or designee via phone of any locations that do not meet the NERC FAC-003-1 Clearance 2 standard and the ISO New England Right of Way Vegetation Management Standard (Appendix 3 of OP3). (clearance distance of 10 feet for 345KV and 4 feet for 115KV lines)

These forms should be forwarded to the UI Line Clearance Arborist or designee at the end of each week. In addition, “Serious” Conditions are to be reported to Supervision verbally when found.

UI Arborist or Designee:

Distribution

1. Line Clearance Arborist or designee are to review all reports forwarded by the contractor and proceed as follows:
a. Serious Conditions
   
i. If the customer cannot be contacted in person, a letter and permissions postcard is to be sent requesting their permission (see Exhibit D). If no response is obtained within ten (10) working days, contact next level of supervision.

   ii. If the customer agrees to a light trim only, so note for future follow-up.

   iii. If the customer refuses to grant permission, note and explore other engineering alternatives (e.g. out rig construction, armless construction, contact tree warden).

b. Non-Serious Conditions
   
i. If the customer cannot be contacted in person, the Line Clearance Arborist or designee will instruct the Contractor General Foreman to pursue obtaining permission. A follow-up report is to be provided to UI’s Arborist (i.e., full/partial/no permission granted, no contact made, etc.).

ii. Line Clearance Arborist or designee is to prepare a summary report with copies of “Customer Approval Follow-up” forms on a quarterly basis. This report is to be sent to UI’s Reliability Engineer (System Integrity) for record and is reported to the Department of Public Utility Control (DPUC).

Transmission

1. The Line Clearance Arborist or designee is to review all reports and forms forwarded by the Line Clearance and ROW inspection contractors and will proceed as follows:

   a. Re-Inspect all locations reported as not meeting either Clearance 1 or 2 this is to verify the information reported.

   b. Line Clearance Arborist or designee works with the property owner, the Line Clearance Tree Contractor; UI’s Transmission Operations, Real Estate, and Legal Departments to secure permissions to achieve the clearances necessary to meet the standards.

   c. Any unresolved and unmitigated issues are reported by location to UI’s Transmission Operations, Real Estate, and Legal Departments for review to explore any alternatives for eventual mitigation and resolution for the issue.

A schematic diagram is attached as Exhibit E that depicts the process of gaining permissions and tracking all locations that do not meet the NERC FAC-003-1 standards (Clearances 1 & 2).
EXHIBIT A
CUSTOMER’S PERMISSION FOLLOW-UP FORM
L.C.D.

<table>
<thead>
<tr>
<th>DATE:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CUSTOMER:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ADDRESS:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TOWN:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CIRCUIT #:</th>
<th>POLE #:</th>
<th>POLE#:</th>
<th>TILE#:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CONDITION IS:</th>
<th>SERIOUS ☐</th>
<th>NON-SERIOUS ☐</th>
</tr>
</thead>
<tbody>
<tr>
<td>AT THIS TIME.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>DESCRIBE CONDITION:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CREW FORMAN</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PERMISSION’S PERSON</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>GENERAL FOREMAN</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>UI LCS</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>No Contact (NOT HOME/PARKED CAR)</th>
<th>Limited Trim (NOT TO SPEC)</th>
<th>No Trim (REFUSAL)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>(ENTER NAME UNDER CATEGORY)</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>CUSTOMER’S COMMENTS:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>