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## Building Codes Division



*Working with Oregonians  
to ensure safe building  
construction while  
supporting a positive  
business climate.*

December 3, 2008

### *Frequently Asked Questions Regarding Request to Reconnect an Electrical Installation*

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**OAR Citation:** 918-311-0070

**Date:** December 3, 2008

**Subject:** Written Request to Reconnect an Electrical Installation Frequently Asked Questions

**Background:** Before the adoption of OAR 918-311-0070, no standard process existed to regulate written requests to reconnect an electrical installation inspection. Utilities, licensees, and inspecting jurisdictions experienced confusion and delays caused by inconsistent standards and unclear responsibilities related to submitting a request letter. OAR 918-311-0070 creates a consistent statewide process for submitting a written request to a utility and clarifies the responsibilities of supervising electricians, contractors, utilities, and local jurisdictions.

**Question:** Who can submit a written request letter?

**Answer:** Only the licensed general supervising electrician who directed, supervised, made, or controlled the electrical installation may submit a written request letter.

**Question:** In what instances may a licensed general supervising electrician submit a written request letter?

**Answer:** A licensed general supervising electrician may use a request letter to:

- 1) Restore electrical service that was interrupted or disconnected because of a service change;
- 2) Restore electrical service that was interrupted or disconnected because of an uncontrollable event, such as severe weather or fire; or
- 3) Initiate or restore electrical service to a 'remote location.'

**Question:** What is a 'remote location'?

**Answer:** A 'remote location' is more than 60 miles one way from the closest inspector's station, inspection office, or inspecting jurisdiction's primary office or requires more than an hour of driving time.



**Question:** Is there a specific form a licensed general supervising electrician must use when submitting a written request?

**Answer:** Yes. The Building Codes Division provides a standard request letter, titled 'Request to Energize an Electrical Installation,' which is available for download on the division's Web site in either PDF or Word formats. Licensed general supervising electricians must use this form when making a request.

**Question:** Does a licensed general supervising electrician send a copy of the written request letter to the energizing utility to anyone else?

**Answer:** Yes. After sending his or her written request letter to the energizing utility, the licensed general supervising electrician must also send a copy of that request letter to:

- 1) The electrical contractor who employs the licensed general supervising electrician;
- 2) The customer who contracted for the electrical installation; and
- 3) The jurisdiction having authority to inspect that electrical installation.

**Question:** Who is responsible for requesting that the jurisdiction having authority to inspect the installation comes and performs an inspection?

**Answer:** The electrical contractor employing the licensed general supervising electrician is responsible for requesting that the jurisdiction comes and performs an inspection. The electrical contractor must do the following:

- 1) Notify the jurisdiction having authority to inspect that the electrical installation was energized; and
- 2) Request that the jurisdiction inspect the completed electrical installation.

**Question:** When must the electrical contractor notify the jurisdiction having authority to inspect, that the installation was energized?

**Answer:** By the close of business on the first business day following the energizing of the electrical installation.

**Question:** After it receives a written request letter, must the utility energize the electrical installation?

**Answer:** No. The division cannot mandate that a utility energize a completed electrical installation upon receipt of a written request. However, a utility cannot energize a completed electrical installation, prior to inspection, unless it has first received a completed written request letter.