



## Electric OH Permanent Project Checklist

Date: \_\_\_\_\_  
Project Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Premise #: \_\_\_\_\_  
Work Request #: \_\_\_\_\_

### ☐ Initial Scope/Requirements

- ☐ Contact Construction Hotline to initiate project (1.866.992.6619)
- ☐ Submit site plan in Auto CAD 2008 format
- ☐ Submit completed load sheet
- ☐ Submit electrical one-line diagram
- ☐ Special Municipal requirements
  - ☐ Underground ordinance
  - ☐ Other \_\_\_\_\_
- ☐ Other \_\_\_\_\_

### ☐ Design Requirements

- ☐ Meter location established and acceptable to Ameren Missouri
- ☐ Transformer location established and acceptable to Ameren Missouri
- ☐ Ameren Missouri review and approval of customer generator transfer switch
- ☐ Ameren Missouri construction drawing approved
- ☐ Easement required and executed
  - ☐ Onsite
  - ☐ Offsite
- ☐ Permits for Ameren Missouri to obtain
  - ☐ MoDOT Roadway
  - ☐ County Roadway
  - ☐ Municipal Roadway
  - ☐ FAA
  - ☐ Corps of Engineers
  - ☐ Railroad
  - ☐ Other \_\_\_\_\_
- ☐ Line extension guarantee executed and returned
- ☐ Charges approved and remittance made if "pay in advance"
- ☐ Ameren Missouri credit approval
- ☐ Copy of Record Plat submitted
- ☐ Other \_\_\_\_\_

☐ **Construction Requirements**

- ☐ Tree trimming
  - ☐ Customer responsibility
  - ☐ Ameren Missouri responsibility
- ☐ Site graded
  - ☐ Rough (6" to final)
  - ☐ Final (to grade)
- ☐ Electric Overhead Service
  - ☐ Correct type & size meter base installed
    - ☐ Meter base is installed on side of house nearest pedestal, transformer, or pole
    - ☐ Meter base shall not be installed on back of house
  - ☐ Meter base properly installed
    - ☐ Securely fastened to wall
    - ☐ Located within 10' of nearest corner
    - ☐ 5' to 5'6" above finished grade
  - ☐ Unobstructed work space left in front of meter base - minimum 30" wide x 42" deep x 6'6" high
  - ☐ 1/2" x 8' copper ground rod and ground wire installed
  - ☐ Customer main disconnect panel cover must be installed or building secured
  - ☐ All overhead service support structures are furnished and installed to provide not less than the minimum clearances specified in the Ameren Missouri Electric Service manual
  - ☐ Customer inside wiring completed and approved by local inspection authority
  - ☐ Main breaker in the off position
  - ☐ All material installed per Ameren Missouri Electric Service manual
  - ☐ Other \_\_\_\_\_
- ☐ CT's and wire pack obtained from Ameren Missouri
- ☐ Job surveyed and staked
  - ☐ Right of way
  - ☐ Easements
  - ☐ Other \_\_\_\_\_
- ☐ Meter base inspected by local inspection authority and Ameren Missouri notified
- ☐ Meter bases marked with address labels
- ☐ Truck accessible and proposed route of electric must be clear of construction material, debris and spoil
- ☐ Ameren Missouri obtains "Dig Rite" locates
- ☐ Customer locates customer-owned underground facilities
- ☐ Other \_\_\_\_\_

☐ **Reservation Date**

- ☐ Upon completion of the above job requirements, Ameren Missouri will establish project construction schedule