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March 16, 2015

TO ALL JURISDICTIONAL ELECTRIC UTILITIES

807 KAR 5:006, Section 27 requires each utility, other than a natural gas utility, to notify the Commission, **within two (2) hours of discovery by the utility**, of any utility related accident which results in:

- (a) Death; or shock or burn requiring medical treatment at a hospital or similar medical facility, or any accident requiring in-patient overnight hospitalization;
- (b) Actual or potential property damage of \$25,000 or more; or
- (c) Loss of service for four (4) or more hours to ten (10) percent or five hundred (500) or more of the utility's customers, whichever is less.

Notification pursuant to 807 KAR 5:006, Section 27 is to be provided:

Telephonically to **502-782-7905**
or
via Electronic Mail to **PSC.Electric.Notice@ky.gov**

**Outages should be reported using the Commission's
Outage Reporting System available at**

<https://psc.ky.gov/security/account/login.aspx>

In addition to the initial notice, a summary written report is required to be submitted and received by the Commission within seven (7) calendar days of the date of the reportable event.

A copy of the subject regulation is attached for your convenience.

You are requested to **acknowledge receipt and provide the emergency contact information on the following form within 30 days of receiving this information.** Please ensure that the Commission's contact information is disseminated to appropriate personnel within your organization.

Attachments

PLEASE COMPLETE AND RETURN WITHIN 30 DAYS OF RECEIPT TO:

Kyle Willard, Director
Division of Engineering
Public Service Commission
P. O. Box 615
Frankfort, KY 40602
(502) 564-3940
Via Fax (502) 564-1582 or
PSC.Electric.Notice@ky.gov

I acknowledge receipt of the incident notification requirements for electric utilities:

X			
Authorized Signature (email address if submitted electronically)		Date	
Typed/Printed Name		Title	
Name of Utility			
Telephone Number of Utility	Fax Number of Utility	Electronic Mail Address of Utility	
Street Address/PO Box of Utility			
City	State	ZIP + 4	
24-hour Emergency Phone # of Utility	Website of Utility		
Emergency Contact Information			
1			
	Name	Title	
Office #	Mobile #	FAX #	
Emergency #(if different from above)	Electronic Mail Address		
2			
	Name	Title	
Office #	Mobile #	FAX #	
Emergency #(if different from above)	Electronic Mail Address		
3			
	Name	Title	
Office #	Mobile #	FAX #	
Emergency #(if different from above)	Electronic Mail Address		

Attach additional sheets if needed

807 KAR 5:006. General rules.

RELATES TO: KRS 65.810, 74, 96.934, 220.510, 278, 49 C.F.R. Part 192, 49 U.S.C. 60105

STATUTORY AUTHORITY: KRS 278.230, 278.280(2), 49 C.F.R. 192

NECESSITY, FUNCTION, AND CONFORMITY: KRS 278.230(3) requires every utility to file with the commission reports, schedules, and other information that the commission requires. KRS 278.280(2) requires the commission to promulgate an administrative regulation for the performance of a service or the furnishing of a commodity by a utility. This administrative regulation establishes requirements that apply to electric, gas, water, sewage, and telephone utilities.

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Section 27. Reporting of Accidents, Property Damage, or Loss of Service. (1) Within two (2) hours following discovery each utility, other than a natural gas utility, shall notify the commission by telephone or electronic mail of a utility related accident that results in:

(a) Death or shock or burn requiring medical treatment at a hospital or similar medical facility, or any accident requiring inpatient overnight hospitalization;

(b) Actual or potential property damage of \$25,000 or more; or

(c) Loss of service for four (4) or more hours to ten (10) percent or 500 or more of the utility's customers, whichever is less.

(2) A summary written report shall be submitted by the utility to the commission within seven (7) calendar days of the utility related accident. For good cause shown, the executive director of the commission, shall, upon application in writing, allow a reasonable extension of time for submission of this report.

(3) Natural gas utilities shall report utility related accidents in accordance with the provisions of 807 KAR 5:027.

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