

Fleming-Mason Energy Cooperative, Inc.

POLICY NO. 203

SYSTEM INSPECTION PROCEDURES

I. OBJECTIVES

- A. Fleming-Mason Energy's entire electric distribution system shall be inspected at intervals not to exceed two (2) years.
- B. Adequate records shall be maintained to identify the inspections made, deficiencies found and the actions taken to correct the deficiencies.
- C. Proper controls shall be put in place to assure that deficiencies are corrected in a timely manner.
- D. This policy and the procedures contained herein shall be reviewed regularly to judge effectiveness and compliance with rules and regulations of the Kentucky Public Service Commission.

II. CONTENT

- A. Support Structure Inspection
 - a. Inspections of line/equipment support structures shall be performed on a continuing 10 (ten) year cycle with 1/10 (one tenth) of support structures inspected annually.
 - b. Inspections are to be documented and shall include (but not be limited to): poles, crossarms, insulators and supporting components.
 - c. Structures found to be unsatisfactory but do not represent an immediate threat to the public or employee safety will be scheduled for replacement in routine work scheduling.
 - d. Wooden structures found in good condition may be treated with preservative to extend service life.
 - e. This inspection may be performed by FME employees or by authorized contractors.
- B. Lines, Cables and Electrical Equipment
 - a. Inspections of lines, cables, transformers, etc. shall be performed on a continuing 2 (two) year cycle with 50% of the systems lines, cables, transformers, etc. inspected annually.
 - b. These inspections are to be documented and may be accomplished during routine and emergency line patrol, routine construction and maintenance operations and/or emergency construction or maintenance operations.
 - c. Conditions found to be an immediate threat to public or employee safety or possible threat of immediate interruption of service shall be repaired immediately.
 - d. Conditions found to unsatisfactory but do not represent an immediate threat to public or employee safety will be scheduled for repair in routine work scheduling. These inspections may be performed by FME employees or by authorized contractors which may include aerial surveys.
- C. Buildings, Surrounding Grounds, and Material Storage
 - a. Inspections of these facilities are to be documented and performed no less than quarterly of each calendar year.
 - b. Inspections shall include but are not limited to: unsafe conditions, worn, damaged or disrepair and compliance with local, state and federal codes.

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- c. Conditions found to be an immediate threat to public or employee safety or possible threat of immediate interruption of service shall be repaired immediately.
- d. Conditions found to be unsatisfactory but do not represent an immediate threat to public or employee safety will be scheduled for repair in routine work scheduling.
- e. Inspections may be performed by FME employees or authorized contractors.

D. Tools and Work Equipment

- a. Work tools, equipment and construction/maintenance vehicles are to be inspected monthly for signs of wear, deterioration or unsafe conditions, disrepair, damage or any condition which may affect the safe operation of the equipment.
- b. Tools and work equipment found to be unsafe to use or operated shall be rendered inoperative, tagged as out of service and conditions immediately reported to appropriate FME personnel for repairs or replacement.
- c. These inspections shall be in addition to any inspections required by the tool/equipment manufacturer, required electrical insulation testing or inspections required by other regulatory agencies or daily/before use inspections performed by using employees.
- d. These inspections may be performed by FME employees or authorized contractors.

E. FME does not own, operate or maintain any power delivery systems above 25 kV.

III. RESPONSIBILITY

The Maintenance Superintendent is responsible for the administration of this policy.

Approved by Board of Directors: 4/7/2022 ; 5/30/2017

Reviewed by Board of Directors: 6/06/2019

Replaces: Operating Policy 58 Inspection of Distribution System (Dated August 4, 2011)