

**ALFALFA ELECTRIC COOPERATIVE, INC.**  
**Cherokee, Oklahoma**

**POLICY NO. 505**

**SERVICE AND REPAIR CHARGES ON MEMBER PREMISES**

**I. OBJECTIVE**

To establish fair and equitable rules and regulations regarding the services of the Cooperative to members in circumstances where adequate electrical investigation, repair and/or installation of outside member-owned facilities are not readily available or do not exist.

**II. POLICY CONTENT**

A. Where services of the Cooperative are required under the specified objective of this policy, the following facts shall be considered:

1. Notwithstanding emergency conditions, it shall be determined by the Cooperative that service under this policy meet the criteria herein set forth:
  - (a) Service to members shall be scheduled at the convenience of the Cooperative and be compatible with work schedules and available personnel.
  - (b) It shall be ascertained that such service request is not satisfactorily or readily available from a reasonable commercial source.
  - (c) It shall be determined, before work begins, that the applicant understands fully the charges as herein specified under this policy.
  - (d) In all instances electrical repair, equipment and/or wiring installations on transformer poles shall be made by authorized personnel of the Cooperative.

**III. PROVISIONS**

A. Charges for services rendered shall be as follows:

1. Labor charges shall be at the rate provided in Operating Procedure No. 801, Charges for Outside Work, per man hour for all labor performed on member premises with a minimum charge of one hour.
2. Material charges shall be at cost, plus reasonable freight and handling expenses.
3. Equipment and mileage charges shall be at the rate determined in Operating Procedure No. 801, Charges for Outside Work.

**IV. RESPONSIBILITY**

The General Manager and department heads shall be responsible for the administration of this policy.

Attested: s Dennis Ferrell  
Secretary

Previous Revision Date: May 23, 2006  
Revised Effective Date: July 26, 2011