

**ADMINISTRATION OF SERVICE CONNECTING
FACILITIES FOR MOBILE HOMES/TEMPORARY SERVICE
(CALIFORNIA ONLY)**

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1. GENERAL

1.01 This section:

- (a) Provides standard instructions for the administration of telephone service connection facilities for mobile homes, trailers, campers, and construction shacks.
- (b) Applies ONLY to the separate portions or service connection facilities on the private property served.
- (c) Applies to mobile home or trailer parks and individual sites.
- (d) Defines the applicant's responsibilities for obtaining service and/or the placement of service connection facilities for mobile home parks, construction shacks and individual sites.
- (e) Applies to both permanent and temporary facilities.

1.02 It is reissued to:

- Make minor text changes.
- Add new definitions to text.

Note: Marginal arrows used to denote changes are omitted.

1.03 This section supplements procedures and responsibilities outlined in Section 001-320-305PT, Administration of Residential Underground Service Wire Entrance Facilities.

1.04 This section includes Form CO 4063, Standard Serving Arrangements for Telephone Service in Mobile Homes (Exhibit 1A and 1B) which is intended as a handout to applicants for telephone service in mobile homes and/or construction shacks.

1.05 Each mobile home pad or site will be treated as a separate building in administering these procedures. The term mobile home, as used in this section, will include house trailers, motor homes, campers, and construction shacks.

1.06 Service connection facilities for mobile homes may be:

- (a) Permanently provided for each pad or space, as in a mobile home park.
- (b) Provided on an individual basis for pads or sites located outside a mobile home park or trailer parks served by aerial facilities (e.g., a construction shack or trailer).

1.07 Service will be provided by either aerial drop wire or underground service wire.

1.08 Where permanent service connection facilities have not been provided in a mobile home park or the requested service is located outside of a mobile home park, each service request must be surveyed to determine whether:

- (a) A customer-provided service pole is required.
- (b) A customer-provided service trench, riser protection conduit and service post is required.

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- (c) Other outside plant facilities are required (e.g., a company placed utility clearance pole to maintain aerial service wire clearances over a public thoroughfare).

1.09 Procedures and responsibilities related to making field surveys are contained in Section 680-595-969PT, Telephone Service in Mobile homes, Trailers and Portable Buildings, Service Order Procedures.

1.10 Related information is contained in the following Sections:

- 001-320-305PT Administration of Residential Underground Service Wire Entrance Facilities.
- 001-390-201PT Outside Plant—Line Extensions, Interpretations of Schedule Cal. P.U.C. A2, Rule No. 15 — Line Extensions.
- 001-390-202PT Outside Plant—Service Connection Facilities on Customer's Premises— Interpretations of Schedule Cal. P.U.C. A2, Rule No. 16.
- 461-220-100PT Mobile Home Wiring—Permanent Type.
- 461-220-101PT Recreational Vehicle Wiring—Nonpermanent Type.
- 620-200-900PT Clearance for Aerial Plant.
- 629-200-206PT Buried Plant, Placing.
- 680-595-969PT Telephone service in Mobile Homes, Trailers and Portable Buildings—Service Order Procedures.

2. DEFINITIONS

2.01 The following terms are defined as they are used in this section:

- **APPLICANT:** Someone making an application for telephone service or requesting the placement of service connection facilities. An applicant can be a developer, mobile home park owner/operator, builder subdivider, architect, or an individual requesting telephone service.
- **BUILDING:** A trailer pad or site improved for regular use as a living unit. It also includes trailers and construction shacks on construction sites that will be used as temporary offices.

- **COMMON SERVICE CONNECTION FACILITIES:** Service connection facilities designed to serve more than one mobile home or building on continuous private property, excluding the separate branches to individual buildings.
- **CUSTOMER SERVICE POLE/POST:** A pole or post placed adjacent to a mobile home to provide aerial clearance in the area of the mobile home/trailer and/or space for mounting station protectors and for terminating drops or service wires with the interior wiring of the mobile home.
- **STANDARD UTILITY SERVICE POLE:** A round, treated wood pole that is of the appropriate class and length to support aerial service wire or cables and maintain vertical clearances over public thoroughfares for communication conductors, as required by C.P.U.C. General Order 95, Rule 37.
- **DISTRIBUTION FACILITIES:** Cables, wires, and associated support structures and appurtenances located in dedicated streets and utility easements, designed to serve more than one property.
- **INTERIOR WIRING:** Wiring to and within a mobile home from the point of connection at the station protector on a customer service pole or post extending to and between instrumentalities, equipment or connecting arrangements.
- **RISER PROTECTION CONDUIT:** A rigid steel or heavy-walled plastic conduit required to protect buried service wire when it rises from the service trench to the point of termination on a customer's service pole/post or joint utility closure.
- **SEPARATE SERVICE CONNECTION FACILITY:** Wire, trench, riser protection conduit and service entrance conduit, or incidental segments of conduit used to service an individual building on private property.
- **SERVICE WIRE ENTRANCE FACILITY:** Wire between the point of connection with the distribution facilities to the point of connection with the interior wiring at the mobile home to be served.
- **TEMPORARY SERVICE:** A service required temporarily, such as that furnished to contractors for use during a construction project, where it is definitely known that the service will not be of a permanent nature.

3. AERIAL SERVICE CONNECTION FACILITIES

3.01 Aerial service connection facilities (drop wires) served from aerial distribution plant (pole line) will be provided at Company expense.

3.02 The applicant will provide and maintain a suitable point of attachment for the permanent installation of the service drop wire to obtain the ground clearance specified in Section 620-200-900PT. A customer-provided service pole satisfies this requirement.

3.03 A customer service pole shall be:

- (a) A minimum of 4 inches by 4 inches square.
- (b) A minimum of 10 feet above the finished grade.
- (c) Set a minimum of 3 feet 6 inches in the ground.
- (d) Located within 12 inches of the mobile home.

3.04 Aerial drop WILL NOT be attached to the roof or outer surface of a mobile home.

3.05 The customer service pole must be placed within 12 inches of the mobile home if the interior wiring will be spanned between the mobile home and the service pole. Exceeding 12 inches creates a safety hazard in that a person walking between the mobile home and the service pole might trip and be injured in falling. If the 12-inch distance must be exceeded, a 1/2 inch conduit must be placed between the service pole and the mobile home. It will be the applicant's responsibility to provide the trench and conduit for this purpose.

3.06 For the purpose of determining electrical and mechanical clearances, the service pole is considered to be part of the building, provided:

- It serves only one mobile home.
- No power service is attached to it.

3.07 Drop wires which cross a public thoroughfare will not be directly attached to a customer service pole for safety reasons. A clearance pole must be placed to provide clearance over a public street and will be provided at Company expense when the service to be installed is of a permanent nature. If the service to be installed is temporary, the applicant must pay in advance a nonre-

fundable sum which is equal to the estimated total cost for the Company to place a standard utility service pole, of the appropriate class and length, to maintain the required vertical clearances.

3.08 Makeshift pole lines with insufficient clearances shall be avoided. All aerial service connections must comply with C.P.U.C. General Order 95, Clearances for Aerial plant, as covered in Section 620-200-900PT.

3.09 Aerial service connections from an underground distribution system will not be provided unless the applicant specifically requests such an arrangement. They must be feasible and permissible to construct and the applicant must pay in advance a nonrefundable sum which is equal to the estimated total cost of providing such service.

4. UNDERGROUND SERVICE CONNECTION FACILITIES

4.01 Underground service connection facilities on the property to be served fall into two categories, separate and common.

(a) A service connection facility on the applicant's private property designed to serve only one building (mobile home) is defined as a SEPARATE service connection facility.

(b) A service connection facility on the applicant's continuous property designed to serve several buildings is defined as a COMMON service connection facility. It includes facilities extending from the property line but excludes the separate branches to individual buildings.

4.02 Separate Service Connections: Applicants requesting telephone service or the placement of underground facilities must provide the following items before the service wire can be placed:

- (a) A service trench (joint utility or single).
- (b) A riser protection conduit.
- (c) An approved protector mounting on a utility closure or a customer service post.
- (d) A service entrance conduit or segments of conduits when specified by the Outside Plant Engineer.
- (e) Coordination for trench occupancy.

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4.03 The SEPARATE SERVICE TRENCH will extend from the utility closure or service post to the property line or the designated terminal location when common service connection facilities are involved. The trench must provide a minimum of 18 inches of cover and have the required separation from power where a joint trench is provided (see Sections 629-020-012PT and 629-200-206PT).

4.04 Buried service wire or cable must be protected by a RISER PROTECTION CONDUIT which extends from the bottom of the service trench to the point of termination at the bottom of the station protector, which shall be mounted on a utility closure or customer service post. A nonmetallic bushing is required on any conduit. The riser protection conduit must be firmly clamped to the utility closure or customer service post.

4.05 A SERVICE ENTRANCE CONDUIT or SEGMENTS OF CONDUIT should be specified and provided by the applicant when:

- (a) There is a strong possibility the service wire or cable will be damaged by others during or after placement.
- (b) Planned or potential construction of walkways, patio or pool decks, driveways, carports, parking areas, or extensive landscaping would preclude digging to repair or replace damaged or defective buried service wire or cable.
- (c) Soil conditions or terrain would cause damage to the buried wire (rocky backfill or steep grades where washout could occur).
- (d) The majority of the service connection facility will be placed in unaccessible locations such as under a continuous row of mobile home pads or patios.
- (e) Insufficient notice is given and the trench will be backfilled prior to placement of service wire or cable.

4.06 SUITABLE SPACE must be provided by the applicant to allow the termination of the service wire on the station protector and connection with the wiring of the mobile home. An approved utility service closure which includes a protector mounting bracket will satisfy this requirement. However, when one is not provided, the applicant must provide a service post adjacent to the trailer.

4.07 A typical utility service closure is shown in Figure 3 of Exhibit 1B. It must include a mounting bracket for the protector, a riser protection conduit, and a grounding stud. The applicant is responsible for providing this stud adjacent to the protector mounting bracket. The inset on Figure 3 of Exhibit 1B is a recommended method for meeting this requirement.

4.08 Where a utility closure is not provided, the applicant must provide a service post which is:

- A minimum of 4 inches by 4 inches square.
- A minimum of 24 inches above the finished grade.
- Set a minimum of 18 inches in the ground.
- Located within 12 inches of the mobile home.

4.09 Where a joint utility trench is provided by the applicant, he/she will be responsible for coordinating trench occupancy for the various utilities that will occupy it. All applicant-provided items must be in place before the service wire will be installed. Two normal work days notice is required for individual mobile homes and 10 days advance notice for mobile home parks having five or more pads or sites. This lead time is necessary to allow scheduling of our work forces.

4.10 Common Service Connection Facilities: The trench or underground supporting structure for the common portion of the service connection facility will be construed as covered in Tariff Schedule Cal. P.U.C. A2, Rule No. 16, Part 1, and explained in Section 001-390-202PT, Appendix 1.

5. TEMPORARY FACILITIES

5.01 Requests for temporary facilities in advance of permanent facilities should not be confused with requests for temporary service.

5.02 In locations requiring mandatory undergrounding, temporary facilities may be provided at a location specified within a development in advance of permanent facilities if the applicant agrees to pay in advance a nonrefundable amount equal to the estimated cost plus the estimated cost of removal, less the estimated salvage value (if any), of the facilities necessary to furnish this service.

5.03 Procedures for processing requests for temporary facilities are explained in Appendix 1 of Section 001-370-490PT.

5.04 These procedures do not apply to normal service drops between a pole and the service location.

6. TEMPORARY SERVICE

6.01 Temporary service is a service required on a temporary basis, such as that furnished to contractors for use during a construction project, where it is obvious that the service will not be of a permanent nature.

6.02 Where a temporary service involves abnormal costs due to a special construction, plan rearrangement, or the extension of facilities and the facilities to be provided are unsuitable for use in the general telephone plant, the applicant must pay the estimated costs of installing and removing the facilities, less the estimated salvage value (if any), as explained in Tariff Schedule Cal. P.U.C. A2, Rule No. 13.

6.03 An example would be a temporary placement of a standard utility service pole that is required to provide vertical clearance over a public thoroughfare (C.P.U.C. General Order 95, Requirements for All Lines, Rule 37, Table 1, Case No. 3 or 4, Columns B) to provide service in a trailer or construction shack. As a matter of safety, aerial service wire(s) crossing a public thoroughfare to provide temporary service will not be attached to any support structure other than a standard utility service pole of the appropriate class and length. This pole may be provided by the Company, if the applicant pays in advance the estimated "up and down" charges; however, the applicant may provide and place the standard utility service pole at his/her expense.

6.04 The standard utility pole must be of the appropriate class and length to support aerial service wire(s) and maintain the required vertical clearances over the public thoroughfare. If the applicant elects to place the standard utility pole at his/her expense, Company personnel must inspect the pole prior to attaching the service wire to ensure that the pole has been placed at the correct depth and the backfilled soil compacted correctly.

6.05 Company personnel will not attach an aerial service wire, which crosses a public thoroughfare, to a customer provided temporary service pole (usually 6 inches by 6 inches square, or a top diameter of at least 5 inches if round). A customer provided temporary service pole must not be confused with a standard utility service pole, which is described in Section 2.06.

6.06 For safety reasons, Company personnel will attach an aerial service wire, which crosses a public thoroughfare, ONLY to a standard utility service pole of the appropriate class and length to maintain clearance over the public thoroughfare. This standard utility service pole can;

(a) Be placed by the Company at the applicant's expense with estimated "up and down" expenses paid in advance to the Company,

(b) Be placed by the applicant at the applicant's expense so long as the customer placed standard utility service pole meets the Company requirements of class and length. Company personnel will inspect the placement of the utility pole for the correct placement depth, condition of the pole and compaction of the backfilled soil surrounding the utility pole prior to service wire placement or,

(c) Be a joint utility pole shared with a power utility as long as there is sufficient space to attach the aerial service wire under the power service conductor without violating General Order 95 clearance rules between power supply and communication conductors and have permission of the power company. In these cases, the joint utility service pole will be considered a "meter pole" requiring placement of a Serving Network Interface (SNI) at this location. It will be the applicant's responsibility to provide the wire connection from the SNI to the trailer or mobile home.

6.07 A temporary service pole should not be confused with a customer service pole, which is described in Section 3.03.



Pacific Telephone

STANDARD SERVING ARRANGEMENTS FOR TELEPHONE SERVICE IN MOBILE HOMES

CO 4063 (3-75)
(001-320-307PT)

- ① **AERIAL SERVICE:** Applicants requesting telephone service in a mobile home, where the existing telephone distribution facilities are on poles, must provide a service pole before service can be provided. Figure 1 shows a typical installation of the service pole which must be:
- a minimum of 4" x 4" square.
 - set a minimum of 3'6" in the ground.
 - a minimum of 10' vertically above the ground level.
 - located within 12" of the mobile home.
- ② **UNDERGROUND SERVICE:** Applicants requiring or requesting underground telephone service in a mobile home are required to provide the following items before service can be placed.
- a service trench on the private property.
 - coordination for trench occupancy when a joint utility trench is provided.
 - space on a utility closure for terminating service wire and protector. If a utility closure is not provided a customer service post must be placed.
 - a riser protection conduit.
 - conduit equipped with a pull wire, when specified by the Telephone Company engineer.
- ③ **SERVICE TRENCH:** A service trench must be provided from either the property line or the distribution terminal to the riser protection conduit at the mobile home. It may be a joint trench or a single trench (Fig. 6).
- ④ **TRENCH COORDINATION:** The applicant is responsible for coordinating the trench occupancy for the various utilities that will occupy it. All items listed in ⑤, ⑥, ⑦ and ⑧, where applicable must be in place before the service wire can be installed. Two workdays notice is required for individual mobile homes. Ten days advance notice is required for developments having 5 or more pads or sites. This is necessary to provide the Telephone Company with sufficient lead time to schedule work forces.
- ⑤ **RISER PROTECTION CONDUIT:** A conduit riser must be provided to protect the service wire where it terminates at the mobile home as shown in Figures 2, 3 and 4. Riser protection conduit may be any standard rigid electrical conduit except aluminum or flexible steel. Conduit size will be specified by the Telephone Company engineer. Buried service wire will be placed in the trench after the riser is in place and the service trench is ready for occupancy.
- ⑥ **CONDUIT:** A service entrance conduit (Fig. 5) or segments of conduit may be specified by the Telephone Company engineer and required when:
- there is a possibility the service wire will be damaged by others during or after the placement of the wire.
 - planned or potential construction of walk-ways, patio and pool decks, driveways, carports, utility pads, parking areas or extensive landscaping would preclude digging to repair or replace damaged or defective buried wire.
 - soil conditions or terrain could cause damage or expose the buried wire. (Rocky backfill soil or steep grades where washout could occur).
 - insufficient notice is given and trench must be backfilled prior to the placement of the service wire.
- ⑦ **UTILITY CLOSURE:** Where the service wire will terminate on a utility closure (Fig. 3) the riser protection conduit must extend from a point 2" to 6" below the telephone protector mounting bracket to a point 18" below grade in the service trench. It must extend far enough in the trench to clear any concrete pad overbuild. A ground bonding stud is required to allow bonding the telephone and electric service to the same grounding medium. (See inset in Fig. 3). The stud should be located 1" below the protector mounting bracket or may be used to fasten the protector bracket to the closure.
- ⑧ **SERVICE POST:** A service post placed in lieu of a utility closure (Fig. 2, 4 and 5) must be:
- a minimum of 4" x 4" square
 - set a minimum of 18" in the ground at the end of the trench.
 - extend 24" above final grade.
 - located within 12" of the mobile home.

STANDARD SERVING ARRANGEMENTS FOR MOBILE HOMES

For Assistance In Planning Your Service, Please Call _____ Telephone Company Engineer At _____ Telephone No. _____

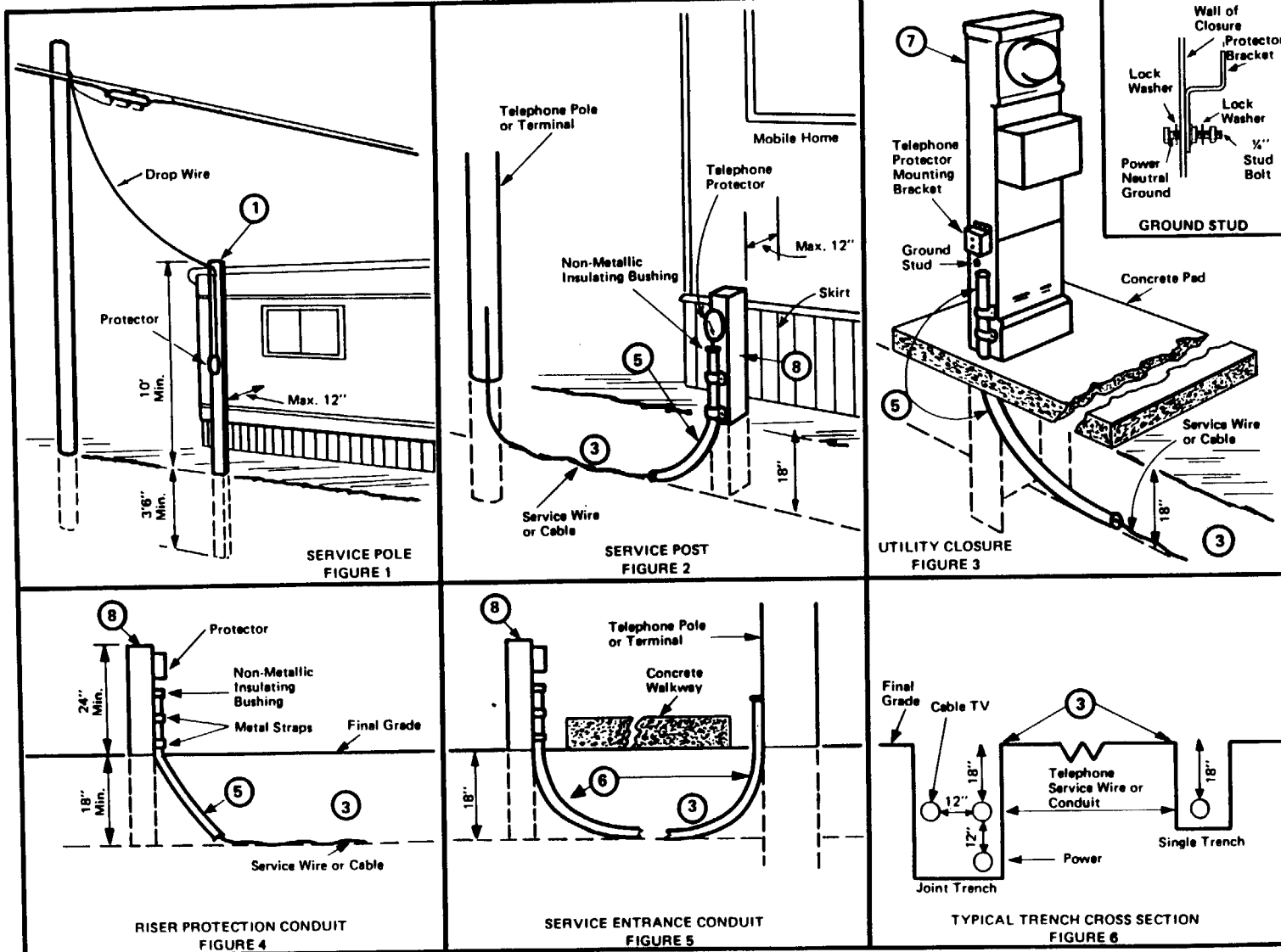


Exhibit 1B