

Metering Guidelines

Please ensure the following are met before requesting meter installation:

ELECTRIC METERING REQUIREMENTS:

- The Metering Inspection & Declaration form is a quick reference only. All metering installations must be constructed to BC Hydro's Requirements and Standards:
 - Requirements for Secondary Voltage Revenue Metering
 - ES54 Underground Civil Standards
- Find the latest versions at [bchydro.com/DistributionStandards](https://www.bchydro.com/DistributionStandards)

REQUIRED FORMS AND SCHEDULING:

- Have your electrician complete and return this Metering Inspection & Declaration form to your BC Hydro Distribution Designer.
- Upon receiving the Metering Inspection & Declaration form, we'll complete a single site inspection to confirm that the requirements are met.
- Your electrician must accompany the Designer during the inspection to verify the inspection items.
- Ensure that the [Application for BC Hydro Account form](#) is submitted to us along with this Metering Inspection and Declaration form to setup individual billing accounts.
- The project site must have all unit meters ready for installation at the same time.
- Once we approve the project site for metering, our meter technician will schedule a date for meter installations with your electrician.

Note: We'll require a minimum of 3 weeks' notice before occupancy for our site inspection and meter installation.

TEMPORARY MASTER METER:

- Where a TMM is installed, it won't be removed until all meters for individual units or areas are installed.
- The TMM may either be converted to a rebate meter (if applicable), or removed.
- Your electrician is responsible for removing our CT's and PT's for the TMM, and restoration of any associated work.
- An outage during regular working hours is required to facilitate removal.

CALL BACK CHARGES:

- If our crews are unable to install or remove meters due to deficiencies, a [service connection call-back charge](#) may apply for a return visit.

Note: Call-back charges are only issued when deficiencies noted on this Metering Inspection and Declaration form haven't been corrected before our meter installation.

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT YOUR BC HYDRO DISTRIBUTION DESIGNER.

Metering Inspection & Declaration

	Project:	Site location:		
For BCH use only	Design #:	W/O & task #:	Gateway ESO #:	
	Designer:	Phone number:	Email:	

	Electrician use		For BCH use only		Electrician use***
	Complete	N/A	Pass	Fail	Initial
1. Site access & identification					
a. Key fob + keys for permanent access to building and electrical room(s) ready (3.3*)					
b. Sufficient lighting with switch by entrance for electrical room(s) and meter closet(s) (3.4*)					
c. Permanent address & suite no's on doors (4.4f*)					
d. Working elevators (hi/lo-rise multi-meter installs)					
e. Energized outlet or light in each unit associated to a meter					
f. Laminated one-line diagram permanently mounted in main electrical room					
g. Permanent label identifying electrical room					
Notes (for BCH use only):					
2. Meter centers					
a. Min/max heights [650 mm MIN /1800 mm MAX] (6.6*)					
b. Suite numbers labelled on the interior and exterior of each socket (4.4f*)					
c. Sufficient clearance from meter socket cover to closed door [250mm] (4.4g*)					
d. Surplus meter positions removed/disabled with metal blanking plate (4.4.1*)					
e. Spare meter positions w/ clear covers (4.4.2*)					
f. Meter stack(s) are certified in accordance to CSA Standard C22.2 No 229 switching and metering centres (4.4*)					
g. Main circuit breaker and sub-service disconnect device(s) with provision for locking (4.4d*)					
Notes (for BCH use only):					
3. Conduit and service entrance requirements					
a. Concrete bldg range ext conduit and termination boxes (3.2*)					
b. Range ext conduit size, type, bends & string (3.2.2 C*)					
c. Secondary terminations, wireway dimensions, and cable supports (ES54 S2-O1**)					
Notes (for BCH use only):					

	Electrician use		For BCH use only		Electrician use****
4. Self-contained metering (320A or less, 1 Ph or 200A or less, 3 Ph, 4W)	Complete	N/A	Pass	Fail	Initial
a. Isolated neutral for 3 Ph, line side (hot) or load side (cold) meter location (3.9 Table*)					
b. Neutral terminal on 5-jaw socket at 9 o'clock (4.1c*)					
c. Line & load conductors not crossed (4.1g*)					
d. Isolated neutral for 1 Ph, load side (cold) meter location (3.9 Table*)					
e. Bonded or Isolated neutral for 1 Ph, line side (hot) meter location (3.9 Table*)					
Notes (for BCH use only):					
5. Service & instrument transformer metering	Complete	N/A	Pass	Fail	Initial
a. Isolated Neutral and block [3 Ph 4 Wire Supply] (5.3.2.2*)					
b. Enclosure w/o other devices/connection (5.3.2, 5.4.2*)					
c. Enclosure close to disc & meter socket (5.3.2, 5.4.2*)					
d. Hi polarity marks (5.2.1 to 5.2.6*)					
e. Isolated block on Ph B [3 Ph 3 Wire Supply] (5.3.2.4*)					
f. Built to standards/approved layout (6.7, 6.9, 6.10*)					
g. Outdoor enclosure weatherproof, pad-lockable (5.3.2*)					
h. Back-energization potential disconnect (5.4.2e*)					
i. CT meterbase mounted on plywood (6.17* for dims) or metal support channels (5.7.1e*)					
j. Correct size CT cabinet installed horizontally at appropriate height (vertical installations require BC Hydro Field Metering approval) (6.9, 6.10*)					
k. CT's and isolated neutral installed neatly inside CT cabinet (5.6 e/f*)					
l. Min 2/O AWG copper ground for CT compartments located within a unit substation with high voltage (greater than 750V) (5.7.2*)					
m. Conduit size, type, length, bends & string (5.8*)					
n. Isolated neutral required from main electric room to all sub electric rooms, including rooms with transformers (3.9 Table Note 3, 5.2*)					
o. Provisions for the removal of CT's and PT's for temporary master meter(s).					
p. Fire pump(s) over 67 h.p. (50kW) metered with transformer type metering using 'donut' or 'window' style CT's only (5.6.1*)					
q. Main service protective device meets or exceeds interrupting capacity requirements (ES54 SO-O4 2.1**)					
Notes (for BCH use only):					

* Requirements for Secondary Revenue Metering

** ES54 Underground Civil Standards

*** To be initialed after noted deficiencies have been corrected

