

AVISTA CORPORATION
d/b/a Avista UtilitiesIDAHO
RULES AND REGULATIONS - continued

23. METER READING AND BILLING PRACTICE: - continued

3. When other than normal billing periods are caused by the Customer; i.e., opening an account, services for six days or less will be treated as an addition to the next normal billing period, and the total billed on the basis of a normal billing period; consumptions for seven days or more will be billed as a normal billing period, i.e., closing an account, services for 27 to 35 days will be billed as a normal billing period. The billings for services less than 27 and more than 35 days will be prorated.

4. When other than normal billing periods are caused by the Company, due to modification of meter reading schedules as required by changing conditions, services will be billed on a normal billing period basis, or prorated, whichever produces the smaller bill.

5. The Company may estimate meter readings for fractional month's use and render bills based on these estimated readings.

6. Where the Company's meter reader is unable to gain access to the premises to read the meter on his regular meter trip, the Company may estimate meter readings or request the Customer to send in the meter reading on a post card furnished by the Company.

7. See Utility Customer Relations Rule 204.

24. METER ACCURACY

The Company shall ensure that customers receive service with adequate pressure, heat content, and accurate measurement of gas consumption. No meter that is mechanically defective shall be placed in service or allowed to remain in service after a defect has been discovered.

A new gas meter installed for the use of any customer shall not be more than one (1) percent slow and not more than one (1) percent fast. Any meter removed from service for testing or repair shall be adjusted to the tolerance prescribed by the Avista Utilities Gas Standards Manual prior to being reinstalled.

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25. METER TESTING

A. Reporting.

After December 31st of each year, results of the installed meter testing program will be summarized, analyzed, and made available at the request of the Commission.

B. Meter Records.

Meter history records shall be maintained until superseded by a later test, but not less than two years. These records shall give:

1. sufficient information to identify the meter,
2. the reason for the test,
3. the date of the test and reading of the meter,
4. the name of the person making the test, and
5. the accuracy as found and as left, together with enough of the data taken at the time of the test to permit the convenient checking of the methods employed and the calculations.

C. Testing of Meters.

All tests to determine the accuracy of registrations of gas service meters shall be made with a suitable meter prover or testing equipment.

1. New Meter Testing Program.

- a. New meters shall be factory tested and certified to meet accuracy criteria as specified herein.
- b. Acceptance testing shall be performed by the Company prior to installation of new meters per the Avista Utilities Gas Standards Manual.

2. Installed Meters Testing Program.

- a. Installed meters shall be inspected and tested against metering tolerance prescribed herein and per the Avista Utilities Gas Standards Manual.
- b. Meters found to be outside the prescribed tolerances shall be immediately adjusted or replaced. No meter shall be reinstalled if found to be more than two (2) percent slow or fast when tested at the prescribed rate(s) of flow.

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- c. The methodology for sample sizes and analysis for the installed meter testing program is derived from the American National Standards Institute (ANSI) / American Society for Quality (ASQ) Standard Z1.9 (Standard Z1.9) and other generally accepted inspection standards.
- i. For diaphragm meters 1000 CFH and smaller, a random sample of meters shall be selected, tested within a prescribed sample size, and analysis conducted using Standard Z1.9. The random sampling program shall begin during the 10th year after meter installation, as established by last set date.
- ii. Larger capacity meters shall be tested per the Avista Utilities Gas Standards Manual.

D. Meter Tests Requested by Customers

The Company will, without charge, test the accuracy of registration of a meter upon request of a Customer, provided that the Customer does not request such a test more frequently than once in a 12-month period.

If a Customer requests more than one meter test within any 12-month period, the Company shall inform the Customer, prior to the test, that if the meter is found to register within the 2 percent accepted tolerance standard, under normal operating conditions, the Customer shall be required to pay the actual cost to perform the meter test.

No billing adjustment shall be required if the test results show an average registration error of less than 2 percent.

26. MAPS AND RECORDS OF FACILITIES

Maps and records shall be kept on file or available electronically in the principal office of each division or district. The maps shall show the size, character, and location of each street main, district regulator, street valve, and when practicable, each service connection in the corresponding territory served. In lieu of showing the date of installation and service location on maps, a separate record may be maintained.

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IDAHO PUBLIC UTILITIES COMMISSION

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AVISTA CORPORATION
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Each division or district office shall maintain records of the gas distribution system that will enable the Company to furnish information regarding the provision of service to Applicants and Customers.

The Commission may inspect facilities and records as necessary as provided in section 61-521, Idaho Code.

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