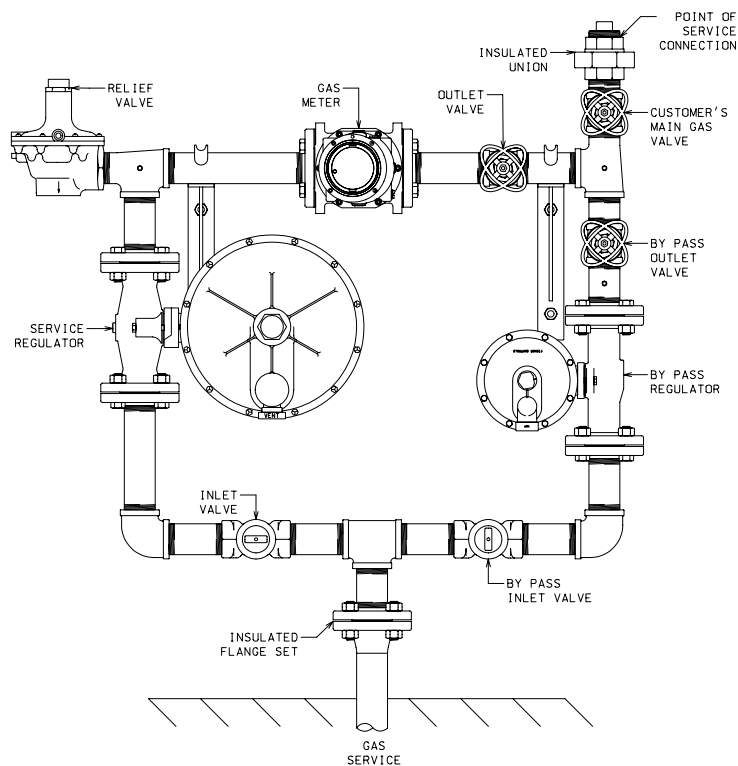


# NEW COMMERCIAL & INDUSTRIAL GAS SERVICE AND METER SET PROCESS



## GAS SERVICE AND METERING LOCATION REQUIREMENTS

1. Gas meter assemblies will terminate with a Customer's Main Gas Valve and a point of service connection, as shown in the above illustration.
2. Locate service entrances according to BGE's site and space specifications for C&I gas meter assemblies.
3. Customer needs to provide pad per BGE specification, when necessary.

## DEVELOPER / BUILDER / CUSTOMER RESPONSIBILITIES

1. Fill out and mail Service Application package including gas load information and required delivery pressure, such as Standard, 2 PSIG, or other as specified.
2. Suitably mark location of gas service and meter assembly location per BGE specifications and approval.
3. Provide BGE with a reasonable service date.
4. Notify BGE when the site is within six inches of final grade.

## LOCAL JURISDICTION RESPONSIBILITIES

1. Inspect and approve customer's gas piping and equipment.
2. Provide BGE with "Certificate of Approval" notification for the customer's fuel line.

**If you have any questions,  
please call BGE at 410-850-4620  
or 1-800-223-1854**



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## **BGE RESPONSIBILITIES**

1. Contact the customer within 10 days of receipt of the completed Service Application.
2. Conduct a pre-site inspection, if necessary.
3. Confirm delivery pressure (Standard, 2 PSIG, or other as specified) from the “Certificate of Approval”, if available.
4. Install gas service per customer service agreement or gas service sketch, complete the necessary tests, and leak checks on the service.
5. After “Certificate of Approval” has been received, schedule gas meter assembly for installation.
6. Set the meter and provide gas up to the Customer’s Main Gas Valve.
7. Leave the Customer’s Main Gas Valve in the “off” position and plug/cap/blank the point of service connection outlet and conduct a PSC leak test.
8. Complete the “New Gas Service” tag which notifies the customer to call the licensed plumber to introduce gas into the fuel line.

## **LICENSED PLUMBER RESPONSIBILITIES**

1. Obtain all permits for customer’s gas piping and equipment.
2. Install, inspect, and test new customer piping and equipment in accordance with the National Fuel Gas Code and/or any requirements of the local jurisdiction having authority.
3. Obtain all “Certificates of Approval” for customer’s gas piping and equipment, then contact BGE to verify receipt of the certificates.
4. Upon the completion of the meter assembly, remove plug/cap/blank at the outlet of the “Point of Service Connection” and connect the customer’s fuel line.
5. For multi-meter manifold installations, verify customer fuel lines.
6. Open the “Customer’s Main Gas Valve” and introduce gas into the fuel line.
7. Test for leakage of the piping, equipment, connections, and valves using gas supplied at its supply pressure per the National Fuel Gas Code and/or any requirements of the local jurisdiction having authority.
8. Place all gas equipment in operation in accordance with manufactures instruction and specifications, and the National Fuel Gas Code and/or any requirements of the local jurisdiction having authority.

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