



An Exelon Company

## Site Visit Process

*Prior to requesting a site visit, either a check or PO for the application and structural analysis fees must be in place and a preliminary approval provided by your account manager.*

### **Notification:**

Please send an e-mail to your account manager with the completed **EXHIBIT B** and **RF configuration** attached and provide a desired timeframe, required attendees and note any days that are not convenient for your Team. BGE will coordinate the visit and send out the invitation. It will include as much soft-copy site data as is available (deed, plan & profile, etc.). Please bring these materials along the day of the site visit and forward to A&E, if necessary.

### **Timeframe:**

We typically ask for a 2-wk notification due to the property verification process and coordination effort, but can usually accomplish this a little sooner. Please count on the worst-case scenario, however, when forecasting.

### **BGE Attendees:**

Leasing, Construction, Transmission, Environmental, Gas Integrity and Forestry

### **Safety Requirements/PPE:**

Please share these requirements to anyone who will be attending your site visits.

- ❖ **Transmission R.O.W.** - Hard-Soled Shoes, Long Pants (no shorts, skirts, etc.)
- ❖ **Communications Tower w/Access OUTSIDE a Substation** - Hard-Soled Shoes, Long Pants (no shorts, skirts, etc.)
- ❖ **Communications Tower w/Access INSIDE a Substation** – **REQUIRED: BGE Escort; FR Clothing/Jumpsuit with 100% cotton garments beneath (no screened Tees or synthetic materials); Hard Hat, Safety Glasses, Hard-Soled Shoes, Long Pants.**

Failure to prepare as stated will result in denied access to the site.

### **Post-Visit:**

- ❖ BGE will eventually file the power application and will therefore provide an electric service address for the drawings.
- ❖ Once the electric service address has been obtained, a draft lease agreement will be forwarded for review and processing. Please note that BGE does not incorporate the standard A&E generated LEs, but can sign off on them as concept drawings for CDs.
- ❖ Preliminary CDs must be reviewed by BGE and no permit applications may be filed without our approval.
- ❖ Environmental assessment is prepared and any issues communicated.