

Step	Time line	ATCO Electric	Developer
Application and Preliminary Information	1 - 2 weeks	<p>ATCO Electric's CSR</p> <ul style="list-style-type: none"> > Receive request to develop underground residential development. > Obtain notice of disclaimer and provide URD specifications 	<p>Developer/Consultant</p> <ul style="list-style-type: none"> > Request to develop underground residential development > Sign notice of disclaimer for URD specifications
	Mutually Agreed Schedule	<p>ATCO Electric's CSR</p> <ul style="list-style-type: none"> > Review compiled survey legal plan, Developer information, loading requirement, project schedule > CSR advise on information required to initiate project and set up meeting to confirm project schedule > Provide service agreement for signing > Receive signed service agreement > Provide approval for starting design and notify the Planning and Design Representative 	<p>Developer/Consultant</p> <ul style="list-style-type: none"> > Provide compiled survey legal plan, developer information, loading requirement, project schedule > Sign off service agreement
Design	Mutually Agreed Schedule	<p>Planning and Design Representative</p> <ul style="list-style-type: none"> > Preliminary design review with Consultant to provide relevant information > Review/accept/mark up preliminary design and provide switch numbers and etc. > Review/accept/mark up final design and ensure all applicable documents are received > Accept and sign off IFC drawings > Submit IFC drawing for municipal approval > Transfer to Operation Representative 	<p>Developer/Consultant</p> <ul style="list-style-type: none"> > Consultant participate in preliminary design review > Start preliminary design process. > Complete preliminary design and provide for review > Revise preliminary design as per mark up > Complete final design and documents and provide for review > Revise final design as per mark up > Issue IFC drawings
		<p>Operation Representative Construction</p> <ul style="list-style-type: none"> > Participate in pre-construction meeting > Inspect materials for compliance > Complete random termination inspections > Inspect trench for proper sand and cable lays and list deficiencies > Complete field inspection of equipment, grounding and cables, labelling, phasing, etc, and list deficiencies > Accept as-built and other final documents and approve for energization > Send out crews to prepare for energization > Energize > Sign construction completion certificate 	<p>Developer/Consultant</p> <ul style="list-style-type: none"> > Confirm Construction Schedule > Select Independent Inspector > Schedule pre-construction meeting > Start construction > Request to inspection > Correct any deficiencies > Request for final inspection > Correct any deficiencies from final inspection > Request energization > Sign final as-built and other final documents and send to ATCO Electric > Confirm energization schedule > Correct any final deficiencies
Final Drawings, Documents, and Warranty	30 days from Energization	<p>Planning and Design Representative</p> <ul style="list-style-type: none"> > Receive final record drawings and documents > Receive URD assets 	<p>Developer/Consultant</p> <ul style="list-style-type: none"> > Complete package of signed-off and authenticated as-builts, Construction completion certificate and all legal documents > Provide ATCO Electric with final record drawings and documents > Transfer URD assets to ATCO Electric
	See Contract	<p>Planning and Design Representative</p> <ul style="list-style-type: none"> > Complete final acceptance inspection and provide deficiencies report if required > Once deficiencies are corrected, sign FAC certificate to release the Developer from obligations 	<p>Developer/Consultant</p> <ul style="list-style-type: none"> >Correct any deficiencies > 30 days prior to end of warranty send final acceptance certificate/request final acceptance inspection