



West Virginia Production Meter Update

April 2020

Overview

The West Virginia PSC issued an order in 2019 stating *electric distribution companies may require any DG systems installed after 11-15-2019 to have a blank meter socket installed for a production meter.*

To avoid causing any incremental cost for DG customers, the Commission required utilities to *provide the meter socket and to reimburse the installers for the incremental cost to mount and wire in the blank socket.*

The Commission's Order does not provide an opt-out clause for customers installing DG to deny the additional metering.

With these things in mind, we have revised our West Virginia Interconnection procedure. The updated procedure is included below for your convenience.

If you have any questions, please contact the Distributed Generation Coordinator at dgcoordinator@aep.com.

I. INTERCONNECTION APPLICATION – SUBMISSION

- A. Interconnection Applications can be submitted via:
 1. Email: [Dgcoordinator@aep.com](mailto:dgcoordinator@aep.com)
 2. Mail: American Electric Power
Attention: DG Coordinator
One Riverside Plaza, Columbus, OH 43215

II. SOLUTION INSTALLATION

- B. **Installer** contacts the AEP Contact Center at 1-800-672-2231 to:
 1. Place a disconnect/reconnect order and receives two work order numbers and list of locations to pick up meter
 2. If no disconnect/reconnect is needed, contact the dgcoordinator@aep.com to receive a work order
- C. **AEP** contacts installer to schedule date/time for disconnect/reconnect
- D. **Installer** takes the work request number to a pre-approved hardware store to pick-up meter base
- E. **Installer** begins installation of system
- F. **AEP** performs the disconnect at the scheduled disconnect time
- G. **Installer** performs electrical work
- H. **Local Electrical Inspector** performs inspection
- I. **AEP** performs the reconnect and puts cover on the meter base at the scheduled time

III. INTERCONNECTION APPLICATION - APPROVAL

- J. **AEP** notifies installer/customer of the interconnection application approval and provides them with:
 1. Approval Letter and Next Steps document
 2. Copy of submitted Interconnection Application
 3. Copy of WV Net Metering Tariff
 4. Blank copy of Certificate of Completion (CoC)

IV. INTERCONNECTION APPLICATION – APPROVAL, cont'd

- K. **Installer/Customer** notifies AEP of completed installation and returns CoC
- L. **AEP** – once they receive the request from the installer AND the signed CoC:
 1. Schedules and performs a site visit
 2. Inspects installed system and ensures the system matches the assignment letter
 3. Gets customer's signature on agreement

V. METER INSTALLATION

- M. **AEP** schedules a meter swap after the three requirements immediately above are completed
- N. **AEP** provides a Permission to Operate (PTO) to the installer/customer
- O. **AEP**:
 1. Installs meter on the meter base and swaps out the primary meter
 2. Collects the meter base cover
- P. **Installer** sends invoice for incremental wiring cost to AEP at address(es) listed above
- Q. **AEP** verifies charges are reasonable and pays invoice by credit card