

Approval Date: March 27, 2003  
Most Recent Editorial Date: November 17, 2015

Most Recent Approval Date: June 17, 2014

Parent Policy: [Utility Rates Policy](#)

## Installation of Utility Meters Procedure

<b>Office of Administrative Responsibility:</b>	Utilities
<b>Approver:</b>	Vice-President (Facilities and Operations)
<b>Scope:</b>	Compliance with this University procedure extends to all Academic Staff and Colleagues and Support Staff as outlined and defined in Recruitment Policy (Appendix A and Appendix B) in addition to Third Party Contractors.

### Overview

Meters are required to measure the consumption of utility services to each customer. This consumption is billed at the appropriate rate to recover the costs of providing the service.

### Purpose

To ensure accurate consumption of utility services.

### PROCEDURE

Meters will be installed for all utility services.

The meters will be the property of the Department of Utilities.

The meter will be maintained by the Department of Utilities.

Application to the Department of Utilities, will be made for the installation or removal of all utility meters, including temporary construction meters

### DEFINITIONS

There are no definitions for this Procedure. [[▲Top](#)]

### FORMS

Should a link fail, please contact [uappol@ualberta.ca](mailto:uappol@ualberta.ca). [[▲Top](#)]

[Application for Meter](#)

### RELATED LINKS

Should a link fail, please contact [uappol@ualberta.ca](mailto:uappol@ualberta.ca). [[▲Top](#)]

There are no related links for this Procedure.