

Original Approval Date: March 27, 2003

Most Recent Update: September 18, 2019

Parent Policy: [Utility Service Connection Policy](#)

Utility Service Connection Procedure

Office of Administrative Responsibility:	Utilities
Approver:	Vice-President (Facilities and Operations)
Scope:	Compliance with this University policy extends to all academic, support and excluded staff, postdoctoral fellows, and academic colleagues as outlined and defined in the Recruitment Policy (Appendix A and Appendix B : Definitions and Categories), undergraduate, graduate, Faculty of Extension students, emeriti, members of the Board of Governors, visitors to campus, visiting speakers and scholars, third party contactors and volunteers.

Overview

The utilities system in the Greater Campus and off Campus areas must be developed in an orderly, consistent, and economic manner.

Purpose

This procedure provides Project Managers the process for adding, deleting, changing or installing new utility services for projects in the Greater Campus and off Campus areas.

PROCEDURE

Project Managers must contact the Utilities department, to review the service requirements of the project.

The Project Manager will discuss site location and methods of service connections.

In case of disputes, the Utilities department shall be the final authority for all service connections.

The Project Manager will provide funding for installing utility services. The Utilities department performs all mechanical and electrical work.

For all projects, the Project Manager will finance and complete the structural tie-in to the service Corridor.

The Project Manager will fund and complete all projects, storm and sanitary tie-ins, to connection points identified by the Utilities department.

DEFINITIONS

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

FORMS

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

RELATED LINKS

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There are no related links for this procedure.