



Your Building Project

Checklist for Developers and Builders to establish new gas/electric service



A  Sempra Energy utility®

Considering a large-scale construction project within SDG&E's service area?

Understand the steps you need to take to get your project approved and moving.

Visit sdge.com/builder-services
or call **1-800-411-7343**



A  Sempra Energy utility®

P.O. Box 129831 | San Diego, CA 92112-9831 | 1-800-411-7343
Connect at sdge.com



Planning & Design



- Submit Service and Meter Request Form sdge.com/service_meter_request. SDG&E® will contact you to discuss your project scope and requirements.
- Provide all required documentation and pay engineering fee requested by SDG&E.
- Approve proposed design(s) as required.
- Sign and return contract agreements, and pay project costs.
- Call SDG&E at **1-800-411-7343** to make billing arrangements/application.



TIP > Obtain all necessary plan approvals and permits from appropriate local government agencies.

Customer and Utility Construction



- Contact USA Dig Alert 48 hours prior to digging. Reach them at **8-1-1**.
- Call Trench Desk to schedule pre-construction meeting with SDG&E staff (planner, project coordinator, inspector, etc.).



Trench Desk

- South of Hwy 56: **619-699-1039**
- North of Hwy 56: **760-432-5831**
- Orange County: **949-361-8061** (*electric only*)

- Schedule SDG&E inspections with Trench Desk or reinspection after rain events.
 - Gas trench
 - Electric conduit installation
 - Service stubs
 - Panel location
 - Gas house(s)
- For **electric projects**, call Trench Desk to schedule **final SDG&E inspection** (note: this is after mandreling is complete, if applicable).



- For **gas projects**, call Trench Desk to schedule **final SDG&E inspection**. At final inspection, provide General Order 112-F (G.O. 112-F) operations qualification to SDG&E inspector dated within 30 days.
 - For **gas applicant install** jobs, installer must return the test chart, designs by location (DBL) with excess flow valve (EFV) sheets and completed "as built" for approval prior to construction scheduling for energizing.
 - Obtain inspection approvals from Authority Having Jurisdiction (AHJ) for gas and electric meter installations.
 - Verify service addresses match AHJ permit and SDG&E billing application is submitted.
- After the Project Coordinator (PC) releases the job, SDG&E will schedule crews and coordinate outages (as required) to complete the utility construction and/or meter installation.



For details and resources, visit sdge.com/builder-services or call **1-800-411-7343**.

TIP > Multiple inspections may be required so work closely with your SDG&E inspector to stay on track.

TIP > Meters CANNOT be energized without final inspection from the Authority Having Jurisdiction (AHJ) and approved SDG&E billing application.