



**CITY OF SURREY – ELECTRICAL SECTION**  
**Guidelines for Customer-Owned High Voltage Installations**

**All high voltage installations must be designed by a Professional Engineer.**

Project Address		Date:
Electrical Contractor		License#:
FSR Name		FSR #:
FSR Signature		Permit #:
Available Fault Current	<input type="checkbox"/> Fully Rated System	<input type="checkbox"/> Series Rated System
<input type="checkbox"/> Indoor High Voltage Service	<input type="checkbox"/> Outdoor High Voltage Service	

**Field Review Requirements:**

Prior to requesting an inspection for service connection a signed and sealed letter is to be submitted by a Professional Engineer in good standing with the Association of Professional Engineers and Geoscientists of BC indicating a **field review has been performed**, all test reports have been reviewed and the installation is now **ready to energize**.

**Inspection Requirements:**

An FSR registered and employed by the Licensed Electrical Contractor must physically examine the installation. Once satisfied that the installation has been performed and completed in accordance with the Safety Standards Act and Regulations of BC the FSR is to submit the following two working days prior to requested inspection date:

1. City of Surrey **ELECTRICAL CONTRACTOR AUTHORIZATION AND DECLARATION OF COMPLIANCE – ELECTRICAL INSPECTION FORM (CAF)**.
2. A copy of the signed and sealed **Field Review** performed by a Professional Engineer in good standing with the Association of Professional Engineers and Geoscientists of BC indicating as indicated above.
3. CITY OF SURREY – ELECTRICAL SECTION Guidelines for Customer-Owned High Voltage Installations and all reports, and documentation indicated below.

YES	N/A	Documentation Included
<input type="checkbox"/>	<input type="checkbox"/>	A sealed report from the design engineer is to be submitted indicating the installation and all test reports have been reviewed and the installation is <b>now ready to energize</b> .
<input type="checkbox"/>	<input type="checkbox"/>	All plans and specifications indicated in BCSA Directive <b>D-E3 090313 1</b> .
<input type="checkbox"/>	<input type="checkbox"/>	Fault current calculation provided indicating maximum available fault levels at all points of distribution.
<input type="checkbox"/>	<input type="checkbox"/>	Documentation supporting circuit breakers are part of a manufacturer's approved <b>fully rated</b> and or <b>series rated</b> system.
<input type="checkbox"/>	<input type="checkbox"/>	Adequacy of ventilation system (Signed and sealed letter required from P. Eng.) BCSA Bulletin <b>IB-EL 2016-05 (section D, ventilation)</b>
<input type="checkbox"/>	<input type="checkbox"/>	Ground Test Report - including Ground Potential Rise (GPR) calc.
<input type="checkbox"/>	<input type="checkbox"/>	Step & touch voltages (signed and sealed letter required from P. Eng.)
<input type="checkbox"/>	<input type="checkbox"/>	High Voltage Commissioning Report
<input type="checkbox"/>	<input type="checkbox"/>	An electrical operating permit is in-place, copy of the permit included. BCSA Directive <b>D-E3 070801 7</b>