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

Your Building Project

Checklist for Developers and Builders to establish new gas/electric service
**Planning & Design**

- Submit Service and Meter Request Form [sdge.com/service_meter_request](http://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.

**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 houseline(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](http://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 > Obtain all necessary plan approvals and permits from appropriate local government agencies.

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