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|  | LAST REVIEW DATE: 7/12/2022 | REVIEW CYCLE: |
|   | EFFECTIVE DATE: 11/18/2022  | 5 Years       |

**SPECIFICATION:**                    **G-707-1**

**TITLE:**                                **INSTALLATION OF D-MARK BOXES**

**VOLUME:**                            **3**

★ **COURSE ID:**                    [GAS5020](#)

★ **REQUIRED TRAINING GROUP:**                    **Energy Service, Gas Conversion & Gas Measurement**

★ Each group listed is responsible for its own training which may be specific to a title/individual and not to the group in its entirety. Please check with your local training coordinator/department.

**SUBSTANTIVE REVISIONS: (See ★)**

- 1) Cover Page            - Added Course ID GAS5020, Required Training Group, and Required Training Group requirements.
- 2) Section 4.1(G)       - Added Statement to “Create and Assign a Request/ calculate cost estimate task to Gas -Engineering All Boroughs on CPMS”. Renumbered subsequent sections.



# Gas Operations Standards

**TITLE: INSTALLATION OF D-MARK BOXES**

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|   | <b>EH&amp;S REVIEW BY: Craig Little</b> |   | <b>OPERATIONS REVIEW BY: N/A</b> |  |                    |
|   | <b>AUTHOR:</b>                          | <b>APPROVED BY:</b>   | <b>DATE APPROVED:</b>            | <b>VOLUME: 3</b>                         | <b>PAGE 1 OF</b>   |
|   | <b>G. Ludwig</b>                        | <b>Tomas Hernandez<br/>General Manager<br/>Technical Operations</b> | <b>7/12/22</b>                   | <b>Metering Specs and<br/>Procedures</b> | <b>4<br/>PAGES</b> |
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# TITLE: INSTALLATION OF D-MARK BOXES

## 1.0 SCOPE

This procedure describes the process for the installation of Con Edison D-Mark box at a customer location. D-Mark boxes are devices used for sending meter consumption data (corrected pulses) from the Con Edison gas meter to Customer equipment.

## 2.0 LEGAL REQUIRMENTS

None

## 3.0 APPLICATION

This specification applies to all departments involved with the installation of D-mark boxes.

## ★ 4.0 METER CONSUMPTION DATA REQUEST

★ 4.1 Energy Services Department and Gas Conversion shall:

- A) Ensure Customer has submitted a signed letter of intent requesting meter consumption data (meter pulses) from the Con Edison gas meter and include:
  - 1) Customer Name responsible for bill payment
  - 2) Service address
  - 3) Con Edison meter number(s)
  - 4) Con Edison account number
  - 5) Contact person
  - 6) Phone Number
- B) Ensure Customer is willing to pay all costs associated with the Con Edison equipment installation.
- C) Inform Customer that each D-Mark box can support up to three meters in the same meter room.

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# TITLE: INSTALLATION OF D-MARK BOXES

## ★ 4.0 METER CONSUMPTION DATA REQUEST (Continued)

### ★ 4.1 Energy Services Department and Gas Conversion shall: (Continued)

- D) Ensure Customer is willing to provide Con Edison with 3-30 VDC to the D-Mark box location.
- E) Inform Customer they are responsible for all Con Edison expenses associated with any post installation visits associated with Customer set-up of their equipment.
- F) Inform Customer that Con Edison will provide consumption data meter pulses characteristics when D-Mark box is installed:
- ★ G) Create and Assign a Request/calculate cost estimate task to Gas Engineering All Boroughs on CPMS.
- H) When Energy Services Department or Gas Conversion has completed Steps (A) through (G), they shall send a request to the Gas Measurement Technical Supervisor.

### 4.2 Gas Measurement shall:

- A) Perform a preliminary inspection of the current gas meter installation and determine necessary metering and equipment required to provide consumption data (meter pulses).
- B) Ensure customer equipment is compatible with D-Mark box.
- C) After inspection, Gas Measurement Technical Supervisor will send Gas Engineering a request to produce a cost estimate for the completion of the work. Gas Engineering will complete the cost estimate task on CPMS.

### 4.3 Energy Services Department and Gas Conversion shall:

- A) Submit the cost estimate to Customer for acceptance and payment.
- B) Once Customer has accepted cost estimate and made payment, Energy Services Department or Gas Conversion shall notify Gas Measurement.

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# TITLE: INSTALLATION OF D-MARK BOXES

## ★ 4.0 METER CONSUMPTION DATA REQUEST (Continued)

4.4 Gas Measurement shall:

- A) Once Customer has received notification from Energy Services Department or Gas Conversion, Gas Measurement shall make arrangements with Customer to install D-Mark box.
- B) Once D-Mark box has been installed, Gas Measurement shall notify Energy Services Department or Gas Conversion that installation has been completed.
- C) See Attachment A for wiring schematic which can be provided to Customer upon request.

## 5.0 RECORDS RETENTION

Any records generated in the course of performing work in accordance with this specification shall be maintained as required by Corporate Instruction [CI-870-1](#) "Records Management". Guidance on the retention of Company Gas Operations records can also be found on the [Records Management](#) intranet site

## 6.0 REFERENCES

[CI-870-1](#) "Records Management"

## 7.0 ATTACHMENTS

[Attachment A](#) - PULSE D-MARK BOX WIRING SCHEMATIC

|  |   |                       |                               |                  |
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**ATTACHMENT A**

**PULSE D-MARK BOX WIRING SCHEMATIC**

904020 F

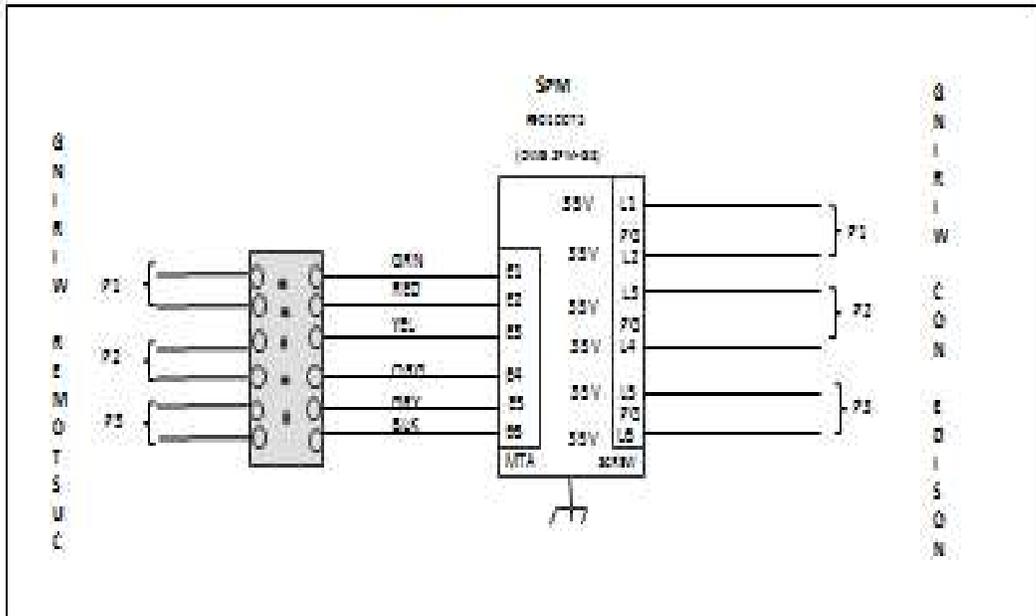


FIG. 1

PULSE D-MARK BOX