

lic service commission staff. Pending a decision after informal review, residential utility service shall be continued provided that the resident has submitted a statement or notice as set forth in par. (a).

(9) (a) A utility shall not disconnect service unless written notice by first class mail is sent to the customer or personally served at least 8 calendar days prior to the first date of the proposed disconnection. If the billing address is different from the service address, notice shall be posted at each individual dwelling unit of the service address not less than 5 days before disconnection. If access is not possible, this notice shall be posted, at a minimum, to all entrances to the building and in the lobby. If disconnection is not accomplished on or before the 15th day after the first notice date, a subsequent notice shall be left on the premises not less than 24 hours nor more than 48 hours prior to disconnection.

(b) The utility shall make a reasonable effort to have a personal or telephone contact with the customer prior to disconnection.

(c) Disconnection notice shall be given upon a form approved by the commission, and shall contain the following information:

1. The name and address of the customer and the address of the service, if different.

2. A statement of the reason(s) for the proposed disconnection of service and that disconnection will occur if the account is not paid, or if arrangement is not made to pay the account under deferred agreement, or if other suitable arrangements are not made, or if equipment changes are not made. If disconnection of service is to be made for default on a deferred payment agreement, the notice shall include an explanation of the acts of the customer which are considered to constitute default.

3. A statement that the customer should communicate immediately upon receipt of the notice with the utility's designated office, listing a telephone number, if he or she disputes the notice of delinquent account, if he or she wishes to negotiate a deferred payment agreement as an alternative to disconnection, if any resident is seriously ill, or if there are other extenuating circumstances.

4. A statement that residential utility service will be continued for up to 21 days during serious illness if the account holder submits a statement or notice pursuant to sub. (8).

5. A statement that the customer may appeal to the public service commission staff in the event that the grounds for the proposed disconnection or the amount of any disagreement remains in dispute after the customer has pursued the available remedies with the utility.

(10) (a) Service shall not be disconnected on a day, or on a day immediately preceding a day, when the business offices of the utility are not available to the public for the purpose of transacting all business matters unless the utility provides personnel which are readily available to the customer 24 hours per day to evaluate, negotiate or otherwise consider the customer's objection to the disconnection as provided under s. PSC 113.134, and proper service personnel are readily available to restore service 24 hours per day.

(11) Notwithstanding any other provision of this chapter, utility service may not be refused because of a delinquent account if the customer

or applicant provides as a condition of future service a deposit or guarantee as governed by s. PSC 113.131, or a voucher agreement.

History: Emerg. cr. eff. 1-21-75; cr. Register, January, 1975, No. 229, eff. 2-1-75; am. (1) (a) and (6) (a), Register, December, 1975, No. 240, eff. 1-1-76; emerg. am. (2) (a), eff. 1-19-76; emerg. am. (2), eff. 12-6-77; am. (2) (intro.), Register, March, 1979, No. 279, eff. 4-1-79; emerg. cr. (11), eff. 12-17-81; cr. (2) (e), Register, September, 1982, No. 321, eff. 10-1-82; cr. (11), Register, September, 1983, No. 333, eff. 10-1-83; cr. (2) (f), Register, February, 1985, No. 350, eff. 3-1-85; am. (9) (a), Register, June, 1986, No. 366, eff. 7-1-86; r. (10) (b), Register, May, 1987, No. 377, eff. 6-1-87.

PSC 113.1323 Cold weather disconnections. This section applies to disconnections of utility service to residential dwelling units occurring during the period November 15 to April 15 in any year for customers residing south of United States Highway 10 and during the period November 1 to April 15 in any year for all other customers. A municipality divided by United States Highway 10 is considered to be wholly located north of the line.

(1) **NOTICE.** Prior to disconnection of service, a utility representative shall attempt to meet personally with a responsible, adult member of the customer's household to discover any circumstances which deserve special attention, such as medical problems or disabilities.

If the utility is unable to establish such personal contact, it shall contact the customer by return-receipt-requested mail. The utility shall maintain a record of all customer contacts and attempted contacts. Prior to any planned disconnection of service, the utility shall notify the local department of social services.

(2) **TELEPHONE AVAILABILITY.** A utility shall provide its emergency after-hours telephone number to all customers scheduled for utility service disconnection.

(3) **SOCIAL SERVICE AGENCIES.** A utility shall inform local law enforcement and social service agencies of the name and address of a customer whose service has been disconnected and that a threat to health or life might exist at the customer's premises. The utility shall immediately notify the same agencies if service is reconnected.

(4) **FINANCIAL ASSISTANCE INFORMATION.** Not less than five days prior to disconnection, a utility shall advise a customer to contact the county department of social services and other organizations that may provide financial or shelter assistance.

(5) **CUSTOMER RIGHTS INFORMATION.** Prior to disconnection, a utility shall inform the customer of his or her right to a deferred payment agreement, budget billing, and fuel assistance.

(6) **COLD WEATHER DISCONNECTION PROHIBITED.** A utility may not disconnect customer service unless there are reasonable grounds to believe that the disconnection will not, under the circumstances, endanger human health or life during the period of disconnection.

(7) **NO DISCONNECTION ON CERTAIN DAYS.** A utility may not disconnect service on a Friday, Saturday, Sunday, holiday or on a day when utility