



December 1, 2006

CONTRACTOR NAME
ADDRESS

IMPORTANT NOTICE FROM NORTHEAST OHIO NATURAL GAS CORP
TO BUILDERS, DEVELOPERS, PLUMBERS, CONTRACTORS.

To Whom It May Concern:

The information contained in this letter has an impact on your ability to do work on Northeast Ohio Natural Gas Corp customer service lines. The following items are attached for your review:

- **Northeast Ohio Natural Gas Corp will require all service line installers to be OPERATOR QUALIFIED beginning January 1, 2007.**
- **Northeast Ohio Natural Gas Corp will require all service line installers to be included in a DRUG AND ALCOHOL testing program that meets the requirements of 49 CFR Part 40.**

The forms and attachments to this letter will also be posted on the web at www.neogas.com

Please make copies of the attached GAS SERVICE INSTALLATION RECORD as needed. Every service line installed will need this form filled out correctly and faxed according to the information at the bottom of the form. Service lines installed without this record will be subject to inspections and correction at the cost of the installer.

Review the documents and if you have questions please contact me at 330-878-5589 ext.112

Jeff Burdette
Northeast Ohio Natural Gas Corp
Compliance Manager
330-878-5589 ext.112
jburdette@neogas.com

Northeast Ohio Natural Gas Corp

“Getting Qualified”

In accordance with State and Federal law, Northeast Ohio Natural Gas Corp is making changes that affect the installation of service lines in the Northeast Ohio Natural Gas Corp service areas. These changes are being made to ensure the integrity of our operating system.

As of January 1st, 2007, Northeast Ohio Natural Gas Corp will require all service line installers to be in compliance with the following:

- 1.) OPERATOR QUALIFICATION (Every 3 years)
- 2.) MECHANICAL JOINING (Annual)
- 3.) DRUG AND ALCOHOL TESTING (49 CFR Part 40 & 199)

OPERATOR QUALIFICATION & MECHANICAL JOINING:

Northeast Ohio Natural Gas Corp has approved 3rd party qualifiers for evaluating your knowledge, skills and abilities to perform certain covered tasks. The SERVICE LINE INSTALLATION TASKS and MECHANICAL JOINING qualifications can be provided to you by the following approved 3rd party qualifiers:

Utility Technologies International Corp (UTI)
614-879-7316
www.uti-corp.com

Professional Utility Resources (PUR)
216-870-2707
www.pur-co.com

Applied Compliance Training (ACT)
800-715-2517
www.actraining.biz

Please keep in mind that these qualifications are for NEW INSTALLATIONS ONLY. Any repair or replacements are made by Northeast Ohio Natural Gas Corp ONLY.

Northeast Ohio Natural Gas Corp “Drug & Alcohol Programs”

There are several consortiums available that meet Northeast Ohio Natural Gas Corp Drug and Alcohol Program requirements. Northeast Ohio Natural Gas Corp does not endorse any one consortium. Below is a listing of national consortiums. Please contact them if interested.

IEBT Corp
PO Box 266
Mogadore, OH 44260
800-628-5106
jboyle@IEBT.com

Ameritest
1221 Granville Pike
Lancaster, OH 43130
740-653-2007
lynn@ameritest.com

Pipeline Testing Consortium, Inc.
9 Compound Drive
Hutchinson, KS 67502
800-294-8758
mikeneuway@pipelinetesting.com

DDTA Services, Inc
PO Box 461
East Palestine, OH 44413
800-488-3382
DDTAservices@epohi.com

Bem Enterprises, Inc
145 Eagle Ave
Indiana, PA 15701
800-862-2191
louise@bementerprises.com

If you elect to join a consortium, ensure that your information is submitted to UTI and Veriforce for inclusion in their database. Northeast Ohio Natural Gas Corp uses these methods to track your status.