

AUGUST 19, 2019



NJUNS FOR CENTERPOINT ENERGY QUICK REFERENCE GUIDE

Purpose

This quick reference guide is for quick reference only while creating/submitting a Ticket to CenterPoint Energy using NJUNS and does not supersede CenterPoint Energy's current *Pole Attachments Guidelines and Procedures* or the rights and obligations of any Attacher contained in its Pole Attachment Agreement. For full instructions on how to submit a ticket in NJUNS for CenterPoint Energy, see the full instructions document how to do so.

Ticket Template Settings

The image shows a 'Create New Ticket' form with several fields. Arrows point from callout boxes to the corresponding values in the form fields:

- Attachment Request** points to the 'Set Ticket Type *' field, which contains 'Attachment Request (PA)'. The callout box contains the text 'Attachment Request'.
- Texas** points to the 'State *' field, which contains 'Texas'. The callout box contains the text 'Texas'.
- County of where job is located** points to the 'County *' field, which contains 'Harris'. The callout box contains the text 'County of where job is located'.
- City of where job is located** points to the 'Place' field, which contains 'Houston'. The callout box contains the text 'City of where job is located'.
- Member Code of Attaching Company** points to the 'Created By *' field, which contains 'CNPATC'. The callout box contains the text 'Member Code of Attaching Company'.
- CNPHOU** points to the 'Set Pole Owner *' field, which contains 'CNPHOU'. The callout box contains the text 'CNPHOU'.
- PA:CenterPt** points to the 'Apply Ticket Template *' field, which contains 'PA:CenterPt'. The callout box contains the text 'PA:CenterPt'.

At the bottom of the form are two buttons: 'Create New Ticket' and 'Cancel'.

Note: Failure to fill out this information correctly could lead to ticket cancellations.

Ticket Settings

Ticket - New Ticket - Attachment Request (PA) - PA:CenterPt

Ticket #	Creator CNPATC	NTG Member CNPATC	3
Status Draft	Owner CNPHOU	Start Date	Pole/Asset #

- CNP Priority List**
1. OTMR
 2. TCP
 3. OVL
 4. Wireless
 5. Wireless Mod

Reference ID
prefix must match
Priority Number

^ Details

Work Requested Date	10-21-2019	Proposed Start Date
State	Texas	Texas
County	Harris	County/City of Job
Place	Houston	County/City of Job
Contact Name	John Doe	Contact Information of Submitter
Contact Phone	123-456-7891	
Contact Email	Jdoe@telecom.com	
Reference Id	OVL - South Houston Job 1234	Attacher Job ID (OTM, TCP, or OVL - Job ID)
Misc Id	Bill Doe 999-456-8765	Construction Contact Information
# of Poles/Assets		
Remarks	Full Screen	
This <u>overlash</u> job is related to PA ticket#321456		

^ Dynamic Attributes

Application Complete Date	---
Make Ready Required by CNP	<input type="checkbox"/>
CNP Make Ready Estimates	
Make Ready Required	
Approval	---
App	---
Make Ready Received Date	---
Make Ready Complete Date	---
Permitted Date	---

DO NOT TOUCH

Note: Failure to fill out all information correctly could lead to processing delays.

Asset (Pole) Information

The screenshot shows a software interface for entering Pole/Asset information. The interface is divided into several sections:

- Navigation:** At the top, there are tabs for "Details" and "Poles/Assets". A callout box points to the "Poles/Assets" tab with the text: "Click Poles/Assets to switch to Assets screen".
- Form Header:** Below the tabs, there is a header area with a "Pole/Asset" label and a text input field containing the number "1". A callout box points to this field with the text: "Use Bypass1, Set1, or Ref1 when applicable, incrementing up for every instance on the application".
- Header Section:** A section titled "Header" contains several fields: "Sequence" (value: 1), "Latitude" (value: 29.717821), "Longitude" (value: -95.398434), "House number", "Street1", "Cr...", "Zi...", "Pre-existing" (checkbox), "Private property" (checkbox), "Installation date" (calendar icon), "Status" (value: Awaiting Approval), "Type" (dropdown), and "Directions". A callout box points to the "Sequence" field with the text: "Required Information. Sequence must match route map.".
- Dynamic Attributes Section:** A section titled "Dynamic Attributes" contains several fields: "Span Distance To Next Pole" (value: 150), "Proposed Down Guy/Anchor" (checkbox checked), "Height of Lowest Electric Conductor" (value: 22), "# of Overlashed Bundles" (value: 1), "# of Transformers" (value: 2), "# of Existing Risers" (value: 1), "Proposing Riser Install" (value: Stand off Riser Dov), "Existing Antenna in Comm Space" (checkbox), "Height of Proposed Attachment" (value: 19), "# of Existing Attachments" (value: 1), "Existing Attachment Height #1" (value: 18), "Existing Attachment Height #2", "Existing Attachment Height #3", "Existing Attachment Height #4", "Existing Attachment Height #5", and "Existing Attachment Height #6". A callout box points to the "Existing Attachment Height #1" field with the text: "If none, put 0".
- Remarks Section:** At the bottom, there is a "Remarks" field with the text: "Using existing stand off riser to go". A callout box points to this field with the text: "Use the remarks section to denote if an existing riser is being used.".

Note: Failure to fill out all information correctly could lead to processing delays.

Wall

Use "New Entry" button to add Comments and Attachments

Wall Documentation

New Entry [Filter]

- 08/15/2019 3:17 PM
Application Complete - Assigned.
Assigned Role - Owner.
- 08/15/2019 3:17 PM
Ticket Opened.
- 08/15/2019 3:17 PM
Riser Pole 1
W Dallas.jpg
- 08/15/2019 3:16 PM
Route Map
Wesleyan.Westpark.pdf
- 08/15/2019 3:01 PM
Ticket Created

Attachments

Route Maps
Riser Pole Photos (If Applicable)
CSV File of Pole GPS Coordinates

New Entry...

Route Map

Wesleyan.Westpark.pdf *

Upload Post Cancel

Note: Failure to include the appropriate and accurate attachments could lead to processing delays.