



**Wisconsin
Electric
Cooperative
Association**

Work Orders Accounting Workshop

October 21–22, 2026 | Adams-Columbia Electric Co-op, Friendship

For almost all electric cooperatives and utilities, the biggest investment is the electric infrastructure assets including poles, wire, transformers, and the like. It's a complex process to take raw materials, labor, and overheads and convert them to a continuing property record (CPR). Are we capitalizing the costs or expensing them? What about depreciation? Not only is the work order accounting system complex, it's expensive. How are we going to pay for this infrastructure investment? What about repairs and maintenance? And storms? Or Federal Emergency Management Agency (FEMA) payments from a declared disaster? How about contributions in aid of construction (CIAC)? What is so special about special equipment?

Beyond that, there are many details, such as when a work order needs to be set up. What do I do with this staking sheet (electronic or paper)? And once the project is complete, then what? Together, we will step through this intricate process to understand the components, as well as understand how it shows up on the monthly billing statement to the consumer. Measuring and benchmarking ratios and internal controls are critical when it comes to the biggest investment on the balance sheet. This course is designed for any and all employees to benefit from the working knowledge of this critically important process.

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WHO SHOULD ATTEND

Any and every employee that has direct or indirect work responsibilities relating to work orders or any portion of the work order process from start to finish will benefit from attending. If you are new to a role or position at your cooperative, or new to the cooperative, this workshop is designed for you. Work Orders training is perfect for all operations and engineering-related staff, line staff, crew leads, foreman, line superintendents, district supervisors, operations managers, staking, engineering, and work order coordinators, to name a few. GIS and mapping staff, warehousing and material related positions, plant accounting, accounting and finance staff, those who coordinate new services and members. Managers, administration, and leadership will all gain an overall understanding of the process.

**This is a 1½-day program ending at noon on the second day.*

INSTRUCTOR

Teri Wallis

PROGRAM

Day 1

Registration: 8:30 a.m.

Program: 9 a.m.–4 p.m.

Day 2

Program: 9 a.m.12 p.m. (no lunch)

DEADLINE

Friday, October 9

REGISTRATION

Co-ops participating in the pre-payment plan: 2 Skill Builder Credit per participant

Register online at:

[WECA Event Calendar](#)

QUESTIONS?

Contact Wendy Fassbind at
(608) 467-4589 or
wendy@weca.coop

PROGRAM LOCATION

Adams-Columbia Electric Cooperative

401 East Lake Street
Friendship, WI
(608) 339-3346

*No room block has been set up.
Please contact Wendy if you need suggestions.*

NOTE: Class size is limited to the first 30 registrants.

**Thank you to our
program sponsors!**

