

8-0 Reporting and Evaluation Best Practices



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8-1: Reporting Information

Practice Statement: All stakeholders have the opportunity to report information.

Practice Description: Facility owners, locators, excavators, or those contracted by the owner, can report information on incidents that could have, or did lead to a damaged underground facility.

8-2: Standardized information

Practice Statement: Standardized information is reported.

Practice Description: The requested data is standardized and consists of essential information that can be analyzed to determine what events could, or did lead to a damaged facility. Collected data may include damage information, downtime and near-misses.

8-3: Non-compliant Stakeholder

Practice Statement: Identify the non-compliant stakeholder

Practice Description: It is important to identify the non-compliant stakeholder so that this group/sector can be targeted with education and training.

8-4: Accuracy of Information

Practice Statement: Person reporting provides detailed information.

Practice Description: If all of the requested data is not available, the person reporting the information provides the most complete information possible.

8-5: Changes in Reporting Information

Practice Statement: Requested information may change.

Practice Description: The information required to be reported will be revised, as needed, to adapt to the changes in the regulation or statutes, the evolution of industry technology, and the awareness of root causes.

8-6: Process for Collecting Data

Practice Statement: A standardized form for collecting data is adopted.

Practice Description: Data is to be collected using a standardized form that contains a list of the standardized questions that will be adopted or developed by facility owners, locators, excavators, or those contracted by the owner. All anonymous data collected will be uploaded for geographical and general assessment & analysis.

8-7: Training Process for Collecting Data

Practice Statement: Training is provided.

Practice Description: Training and education on how to complete and submit the data is made available.

8-8: Common Database in Place

Practice Statement: A recommended organization is identified to receive and maintain the data.

Practice Description: A common database is maintained. The Canadian CGA regional partners Virtual Private DIRT (VPD) is currently the recommended organization database.

References: DIRT Field Form – Appendix D.

8-9: Data Evaluation Process

Practice Statement: A committee evaluates the data.

Practice Description: The Reporting and Evaluating committee, with representation from all interested stakeholders, performs evaluation of the data.

8-10: Purpose of Data Collection

Practice Statement: Data is used to improve damage prevention efforts and to elevate underground damage awareness.

Practice Description: The reported data is used to assess and improve underground damage prevention efforts. The reported data is not to be used to penalize or punish. Rather, it is used to elevate underground damage awareness through recommended training and education.

8-11: Data Analysis

Practice Statement: Data is summarized by key components.

Practice Description: The reported data is summarized by key components and made available to all industry stakeholders.

8-12: Root Cause

Practice Statement: Root causes are identified.

Practice Description: Root causes of damages or near misses are identified. References: Root Tip Card see appendix D.

8-13: Quantifying Results

Practice Statement: Results are quantified against a standardized risk factor.

Practice Description: Results are quantified against a standardized risk factor. The risk factor considers a stakeholder’s exposure to potential damage. This risk factor may be based on factors such as the number of kilometers of line installed or the number of locate notification tickets. For example, a risk factor may compare how many underground damages occurred in a certain period of time versus the total number of locate tickets issued during the same period.

8-14: Results Comparison

Practice Statement: Performance levels and trends are assessed.

Practice Description: Performance levels and trends are assessed against other organizations within the Canadian CGA regional partners or other similar CGA affiliated organizations. Upon these assessments recommendations to address the trends will be used to facilitate key messages.

Reference:

CGA DIRT cga-dirt.com

Canadian CGA Regional Virtual Private DIRT

