

National Best Practice Committee Best Practices – Final Tracking



TR#:	Section:	Champion:	Proposed Best Practice / Changes:
2020 - 86	BP 4.0 NEW	ORCGA	<p>4-11: Locate Verification NEW</p> <p>Purpose: To create a Best Practice or Revise an Existing Best Practice providing clarity around “What Constitutes a Complete Locate Package”</p> <p>Practice Statement: Prior to excavation, excavators verify that all locates have been received and are on site, and that the limits of the locate markings correspond with the limits of the proposed excavation. The excavator, to the best of their ability, checks for readily visible, unmarked facilities. If a locate is found to be incomplete, inaccurate, or any other discrepancies are found, the excavator may call the locator directly. If the locate is not corrected within 4 hours, the excavator can escalate the locate to the One Call Center as an overdue locate.</p> <p>Practice Description: Upon arrival at the excavation site prior to beginning the excavation, the excavator ensures that all locates have been received and a Complete Locate Package (including the Notification Service’s Locate Request Confirmation) is on site by cross referencing the Notification Service’s Locate Request Confirmation to ensure a response was received from all Facility Owners listed. Also, that the limits of each locate are clearly identified on the locate form. The excavator verifies that all facilities have been marked, reviewing colour codes if in doubt. The excavator checks for readily visible signs of underground facilities, such as pedestals, risers, meters, new trench lines and service feeds from buildings and homes. Where readily visible evidence of unmarked facilities exists, the excavator contacts the project owner to get them located. Use of a pre-excavation checklist is recommended by insurers and practiced by responsible excavating contractors.</p> <p>Origin/Rationale: Recently a Regulator (TSSA) attended an excavation site and requested to see the Excavator’s Gas Locate. The Excavator could not provide a Gas Locate as Ontario One Call did not notify the Gas Utility to respond due to the fact that the mapping provided to Ontario One Call showed no gas in the area. The Ontario One Call Confirmation shows which Utilities are notified and those that are not notified are assumed to have no buried plant in the requested Dig Area therefore the Ontario One Call Confirmation should be part of the Complete Locate Package the Excavator is required to have on site.</p>

Responding Regional CGA	Date	Comments:
BCCGA		

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<p>ABCGA</p>	<p>2020-08-11 2021-03-30</p>	<p>Reject all new info highlighted – if something needs to be added about locate documents on site then it should be added to 4-4 instead of 4-11</p> <p>practice needs to identify the following key elements:</p> <p>Have onsite records of any and all requests for locates, either made directly to the facility owner or through the Notification Centre.</p> <p>Confirm that dig site area is accurately and fully identified on the Locate Request(s).</p> <p>Have onsite a complete list of all facilities that have been identified as having assets in the vicinity of the dig area, and which were notified of the excavation</p> <p>Have records that all notified facility owners identified on a Notification Centre Locate Request have responded. (Ground markings, maps or clearances for each on site)</p> <p>Have records that all other facility owners that were identified by secondary locates, sweeps or other means have been contacted and have responded (Ground Markings, maps or clearances on site)</p> <p>Confirm that all facility owner responses have correctly identified the scope of the work area and have provided location information for the entire work area.</p>
<p>SCGA</p>		<p>The intent provided by the purpose of this TR is to provide clarification on what consists of a complete locate package. Within this TR there is no clarification as to what defines a complete locate package. In some provinces one call is not mandatory, therefore having the one call notification request confirmation may be of assistance to include in a locate package, but would not constitute a complete locate package as other infrastructure will still be required to be reached and confirmed .</p> <p>The committee also noted that within the original practice description indicates, "<i>The excavator verifies that all facilities have been marked, reviewing colour codes if in doubt,</i>" and suggests when the practice description is being revised to consider the opportunity to revise this aspect. The reason for the suggestion is that multiple infrastructures may be in the same area that require the same colour code – this sentence may provide a false sense of complete locate to the excavator if not aware of multi infrastructures utilizing the same colour code.</p>
<p>MCGA</p>		
<p>ORCGA</p>		
<p>QRCGA</p>		<p>For us, 4.11 is clear and complete.</p>
<p>ATLCGA</p>		<p>Reject all new info highlighted . Consider a new TR for "Complete Locate package" and modify 2-28 to make it clear what members were notified and/or cleared.</p>

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CCGA		