



Utility Locates and Contact

Developed by:	Approved by:	Date created:	Last revision:
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Possible Hazards Present	Personal Protection Required	Additional Training	
<ul style="list-style-type: none"> - Slip/trip - Tool damage - Utility Strikes 	<ul style="list-style-type: none"> - Steel Toed Boots - Hard Hat - Safety Vest 		

1. The company representative requiring locates is to meet the utility owner rep on-site in order to discuss and review the entire work area for which locates are being requested.
2. The foreman and excavator operator in charge of the work in that area will have a copy of locates.
3. During an excavation, a supervisor or a competent worker will supervise the excavation work. If the excavation is 1.5 meters (4.9 feet) or greater a competent person will be located at the surface to alert workers of unsafe conditions and provide assistance if required. There will be only one (1) competent worker giving voice or hand signals to the excavator operator when working in areas requiring the excavator operator to utilize a spotter/director.
4. Hand digging, or soft exposing of full trench width will occur at the request of the utility owner and indicated on the locate sheets.
5. In the event of utility contact stop work immediately and do not allow any people near the exposed lines.
6. Do not remove equipment. It may cause further damage. Only move equipment to free a trapped individual or avoid creating another hazard.
7. In the case of a gas contact clear people from the vicinity and prevent anybody from approaching the area of the leak. Shut off all vehicles and equipment. Remove or extinguish all sources of ignition. DO NOT smoke or allow open flame in the presence of natural gas. If the gas line is punctured, do not remove the tool or equipment that punctured the line. This could result in a larger gas leak and pose a greater hazard.



8. Immediately call the company that owns the utility that has been struck.
 Cable - (204) 725-4300
 Telephone - 611
 Gas/Hydro - 1 (888) 624-9376
 Workplace Safety and Health Division - 1 (866) 888-8186
 WSH Division "Serious Incident" - 1 (855) 957-7233

9. Once the WSH (if serious incident) and the utility company has given the "all clear" proceed with the job.

10. NOTE**- If a "Serious Incident" as per the Workplace and Health Regs has been reported the scene must stay the same and all equipment remain in place until the scene is released by WSH Officer. Unless necessary to free a person or avoid the creation of an additional hazard. Phone: 1 855 957 7233

Documentation/Legislation

Workplace Safety and Health Regulation,
 M.R. 217/2006

6 Personal Protective Equipment
 16 Machines, Tools and Robots

This Safe Work Procedure will be reviewed anytime the task, equipment or materials change and at a minimum every three years.