

Pennsylvania One Call System



Routine Notifications

PA Act 287 of 1974

as amended by

PA Act 181 of 2006

January 2008

www.paonecall.org



Know what's below.
Call before you dig.

Excavator Responsibilities

Many people believe that by notifying POCS of intended excavation they have completed all of their responsibilities with respect to the locating process. This is not the case. Notifying POCS is only the first step and there are several other responsibilities, which need to be considered.

Call Before You Dig

Always Wait 3 Business Days

Respect the Markings

Excavate with Due Care

Safety is Your Responsibility

Who Should Call?

All excavators, including sub-contractors, should make their own notification. The Act states that the person doing the work shall make the call. Homeowners should be aware they need to call if performing the work themselves. The only party protected by the notification is the person as defined by the Act that placed the call.

Excavator Definition

Any person who or which performs excavation or demolition work for himself or for another person.

When to Call?

An excavator should plan the excavation or demolition work to avoid damage to or minimize interference with a facility owner's facilities in a construction area. Excavation or demolition work, which requires temporary or permanent interruption of a facility owner's service, shall be coordinated with the affected facility owner in all cases.

Markings

All marks and markers should indicate the name, initials or logo of the company that owns or operates the line and the width of the facility if it is greater than 2 inches. Facilities will mark in accordance to the Common Ground Alliance Best Practices for Temporary Marking temporary marking standards and should include the type of line.

After the markings have been made, excavators should maintain a minimum clearance of the 18 inches between a marked and unexposed underground facility and the cutting edge or point of any power-operated excavating or earth moving equipment. As the excavation operation approaches the estimated location of underground facilities, the excavator must determine the exact location of the marked facility by safe and acceptable means. This is usually accomplished by the use of hand tools or vacuum excavation techniques. After consulting with the facility owner, provide support or mechanical protection for known facility owners' lines at the construction site during excavation or demolition work, including backfilling operations, as may be reasonably necessary for the protection of the lines.

Once the locator has left the work site, the excavator is responsible for maintaining the markings.

An excavator should document the work they do and record what, if any, safety instructions are given to them by the locator or field representative at the work site. An excavator should communicate all information to their field and office personnel.

In construction phase involving movement of earth with powered equipment or explosives the notice required is at least 3 business days but not more than 10 business days prior to actual excavation.

The notification should cover only the excavation work that can be completed in a reasonable period of time, based on the resources you plan to use and the time of the year.

Business Day Definition

Means any day except a Saturday, Sunday or legal holiday prescribed by statute. A business day begins at 12:00:00 a.m. and ends at 11:59:59 p.m.

Routine Location Request

The excavator should request the location and type of facility owner lines at each site by notifying the facility owner through a One Call System. Notification shall be not less than 3 business days nor more than 10 business days in advance of beginning excavation or demolition work.

The excavator should give as much descriptive information as you can to help the facility owners and the locator find the work site. It is very important to describe the work site in detail and give the distance from the street, structure, property line, fence or other landmarks. If an exact location cannot be given, it is required that the proposed route or boundary of the work site be marked in white. Identify the area with 12" dashed white lines; use only white to avoid confusion with color codes used by underground facility owners.

Damage Reporting Call

When a facility is damaged the notice is generally considered an emergency to that facility owner and those in close proximity to the damage.

If an excavator damages a line, they should call the center or the facility owner immediately. An excavator should report the details and particulars just as soon as they are sure the work site is safe. If a hazardous line has been struck it is most often best to evacuate the immediate area. Contact 911 or the appropriate emergency response unit in the immediate area, if the damage results in the escape of any flammable, toxic, or corrosive gas or liquid which endangers life, health or property. An excavator should keep all local information at the job site with the crew at all times where the crew can have access to it, along with a map or directions to the nearest emergency care facility.

Additional Information

This brochure has been prepared as a guideline for excavators. For additional information, visit the POCS web site at www.paonecall.org or call 1-800-248-1786.

Common Ground Alliance (CGA)

To learn more about the Common Ground Alliance or to a copy of the CGA "Excavation Task Team Best Practices" guidelines, visit the POCS web site under Links – Industry Related Links Common Ground Alliance (CGA) or www.commongroundalliance.com.

POCS DOES NOT MARK FACILITIES. POCS DOES NOT ARRANGE FOR THE MARKING OF FACILITIES. POCS takes the information from calling parties (excavators or designers) and relays it to its member underground facility owners. These facility owners are responsible for responding to the request and ensuring their facilities are properly marked.

Guidelines for Preparing a Routine Notification

1. Provide Caller Company Information
2. Telephone Number - becomes your account number
3. County - the name of the county in which the work will be performed
4. Municipality - the name of the municipality in which the work will be performed
5. Street Name - use exact address numbers and the street suffix, i.e. ST, RD, WY, DR, LN, AVE
6. Nearest Intersections - the nearest intersecting streets or routes (within a reasonable distance)
7. Location Information - describe the work site in detail and give the distance from the street, structure, property line, fence or other landmarks. If specific work site information cannot be given, outline the work site in white.
8. Dig Date & Time - the date the work is scheduled to begin
9. Serial Number - POCS will assign a number to the notification.



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