



ISSUING DEPARTMENT: **GD&TS**  
UO SPONSORS: **VP - E&P**  
**VP - CGT**

EFFECTIVE DATE: **10-00**  
REVIEW DATE: **10-05**  
PAGE NO.: **1** OF **4**

**TITLE: Protection of Underground Infrastructure**

**Purpose**

This standard establishes uniform procedures for: responding to third-party requests to locate and mark Company underground (UG) infrastructure using Underground Service Alert (USA) and to prevent damage to Company UG infrastructure; requesting information and avoiding damage to subsurface installations when the company is the excavator; identifying and handling noncompliant excavators; and responding to requests from public agencies and other third-party entities for Company UG infrastructure information.

This standard supports the following UO Policies: 3-7, "Gas and Electric Maintenance and Operation," 3-8, "Installation of Gas and Electric Facilities," and 3-10, "Reconstruction of Gas and Electric Facilities." This standard replaces D-S0214/S4112 "Protection of Underground Infrastructures," effective July 1997.

**Safety**

Failure to timely locate and mark Company UG infrastructure poses a risk to Company employees, excavators, and the public. Without surface markings, excavators may damage Company UG infrastructure during excavation projects. Observed Hazard Notification: When Company personnel identify an excavator working improperly around Company facilities, they should request that the excavator stop immediately. They should also talk with the foreman or highest-level employee at the work site to explain the potentially hazardous situation, and request that the work stop and the necessary precautions and actions be taken. The Company employees should document the situation, including date, time and parties notified, and contact their supervisor. The supervisor shall then contact the permitting agency for further action. If the excavator decides to ignore Company advice, the employees' supervisor should be called immediately for further action. Further action is identified in Safety Health and Claims Procedure 201, "Hazardous Condition Reporting Procedure."

**Implementation Responsibilities**

The vice president of Engineering & Planning (E&P) and the vice president of California Gas Transmission (CGT) are responsible for reviewing, approving and distributing this standard.

The Operations, Maintenance and Construction (OM&C) area and Gas System Maintenance and Technical Services (GSM&TS) department directors, managers, superintendents and supervisors are responsible for ensuring the employees are trained and comply with the requirements of this standard. In addition, they are responsible for providing sufficient resources to achieve the requirements of this standard.

Employees are responsible for carrying out their assigned tasks. For their own safety and that of the general public, employees are responsible for performing only the tasks for which they are trained, knowledgeable and qualified. When necessary, they shall notify their supervisor of any additional training, equipment or resources needed to perform their assigned tasks.

Nothing in this document is intended to modify current work jurisdiction as described in labor agreements and established via local practices.

**Compliance**

The responsible OM&C and GSM&TS directors and superintendents implement and measure the effectiveness of this standard. In addition, internal Company departments may conduct periodic audits. The California Public Utilities Commission (CPUC) also conducts compliance reviews of the requirements in this standard.

**Policy**

The Company will respond to USA requests to locate and mark UG infrastructure according to the procedures in this standard and in accordance with other referenced codes and standards. All Company excavations will also be done in accordance with this standard. Maps and records of Company UG infrastructure will be provided to public agencies and other external entities in accordance with the provisions of this standard.

**Procedures**

The directors of GD&TS and GSM&TS are authorized to modify these detailed procedures, forms or instructions, as needed, or to approve variances from this procedure on an exception basis.

This standard is comprised of the following attachment:

1. Procedures for Protection of Underground Infrastructure

**Date Issued/Updated**

*Effective:* October 2000

*Review Date:* October 2005

Signed,

Signed,

Shan Bhattacharya  
Vice President  
Engineering and Planning

Michael A. Katz  
Vice President  
California Gas Transmission

**Reference Documents**

- California Government Code, Section 4216
- California Business and Professions Code, Section 7110
- Construction Safety Orders, Title 8, Section 1540
- USP 21, "Damage Claims Collection"
- USP 22, "Safety and Health Program"
- UO Standard D-S0350/S4110, "Leak Survey and Repair of Gas Transmission and Distribution Facilities"
- UO Guideline 14412 "Site Delineation and Mark & Locate Surface Marking" (Formerly DCS Guideline D-G1000)
- SP 726-3, "Public Safety Program"
- UO Guideline 14413, "Procedure for Excavating Pipelines and Services" (Formerly CGT RP 4412.2)
- Electric Mapping Manual*
- Gas Mapping Manual*
- Hazardous Condition Reporting Procedure, SH&C Procedure 201

**Information**

Additional copies of this standard are available on the Company Intranet at: <http://www/DCStandards>. Specific questions or suggestions regarding this standard may be submitted to Gas Distribution and Technical Services at the following Company Intranet website: <http://dcs/gd/marklocate.htm>

**Distribution**

UO officers and directors  
GSM&TS maintenance superintendents  
GSM&TS managers  
UO OM&C superintendents and managers  
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