



Ontario Regulation 210/01 Oil and Gas Pipeline Systems Ontario Regulation 22/04 Electrical Distribution Safety December 2008





This document contains GUIDELINES ONLY to assist members of the industry in interpreting:

- Ontario Regulation 22/04 Electrical Distribution Safety - made under subsection 113(1) of Part VIII of the Electricity Act, 1998
- Ontario Regulation 210/01 Oil And Gas Pipeline Systems – made under the Technical Standards and Safety Act, 2000

These guidelines do not have the force of law. Where there is a conflict between these guidelines and any legislation or regulation which may apply, the relevant law prevails.

Retention Periods stated in the guidelines set out the minimum period for which referenced documents are to be retained. Each distributor needs to make its own assessment of the appropriate retention period for specific documents based on its assessment of risk factors and potential liability.



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**Abandoned utility lines** means those utility lines that have been identified by the utility in the locate as abandoned.

**Blanket Locate** or **Alternate Locate Agreement** means permission to excavate, subject to the terms and conditions outlined by a written agreement between the *Contractor* or *Excavator* and the *utility*.

**Boundary Limits** means the volume of soil contained by vertical planes placed 1.0 metre each side of the centre line of the marked *utility line* or 1.0 metre on either side of the marked limits of the underground structure.

**Contractor** or **Excavator** means the individual, partnership, corporation, public agency, or other entity that digs, bores, trenches, grades, excavates or breaks ground with mechanical equipment or explosives in the vicinity of a *utility line*.

**Hand dig** means to excavate using a shovel with a wooden or insulated handle, not including picks, bars, stakes or other earth piercing devices. Please note that Regulations requiring a *locate* include hand digging applications.

**Hydrovac** means the use of pressurized water or compressed air to loosen soil and a vacuum system to remove it.



#### Live means:

- a) electrically connected to a source of voltage difference or electrically charged so as to have a voltage different from that of the earth,
- b) connected to a source of fuel under the *Technical Standards and Safety Act, 2000.*

**Locate** means identification on the ground of the position of the *utility line(s)* based on records or electronic locating equipment and includes provision of necessary documentation such as a locate sheet.

**Mechanical Excavation** means boring or open cut excavation by means of mechanical excavating equipment such as powered excavator, earth mover, earth piercing equipment including hand held augers, picks, bars, stakes or any other device that may damage the *utility line*. Please note that Regulations requiring a locate include hand digging applications.

**Utility** means the individual, partnership, corporation, public agency, or other entity that is licensed to operate an electric distribution system under the *Ontario Energy Board Act* or a pipeline under the *Technical Standards and Safety Act*, 2000.

**Utility line** means those facilities operated by a *utility* through which gas or electric energy is conveyed and includes pipe, cables, and other directly related equipment and components such as switches, valves, meters and supporting structures.



#### 1.0 General Conditions

- 1.1 All work shall be carried out in accordance with:
  - (a) The Occupational Health and Safety Act (OH&S) and Regulations which apply under this Act including Regulations for Construction Projects; and
  - (b) as appropriate,
    - (i) the Technical Standards and Safety Act, 2000 and Ontario Regulation 210/01 Oil and Gas Pipeline System and other regulations which apply under this Act; and / or
    - (ii) the *Electricity Act, 1998* and the Ontario Regulation 22/04 Electrical Distribution Safety Regulation and other regulations which apply under this Act.
- 1.2 The guidelines, procedures and requirements described herein are prepared in the interest of safety to the general public, the workers carrying out the excavation, and the prevention of damage to *utility lines* and property.
- 1.3 The Excavator shall assume that all utility lines are live unless otherwise expressly identified by the utility on the locate.



#### 2.0 Locate Request

2.1 Prior to excavation the person responsible for the work shall contact "Ontario One Call" at the telephone or facsimile numbers listed in Table 1 below, or the utility, and request a locate of utility lines in the areas where excavation will be taking place. The Excavator must receive the locate as described in Section 3.0 prior to commencing any excavation.

Table 1:

Ontario One Call			
Telephone	1-800-400-2255		
Fax	1-800-400-8876		

**Note:** Not all *utilities* belong to Ontario One Call. If you are planning to excavate in an area not serviced by Ontario One Call please contact the local municipality for information on *utilities* in that area and contact the *utility* directly for *locate* requests.

- 2.2 Subject to entering into an agreement with an Excavator, the utility may provide that Excavator with a blanket locate.
- 2.3 If removing asphalt but not road base or underlying structure a *locate* is not required.

**Note:** Locates are required for sidewalk removal.



- 2.4 The Excavator, when requesting a locate, shall provide the utility with relevant information describing the location where the work will take place, the expected time when the work will begin, the scope of the work, the nature of the work, the expected duration, the name address and telephone number of the Excavator, and the name of the Excavator's site representative.
- 2.5 Except in emergency situations, requests for stakeouts or locate information should be made as early as possible, and at least 5 working days in advance.
- 2.6 Except in cases of emergency, or where the response for the *locate* request has been agreed with the *Excavator*, the *utility* shall make every reasonable effort to respond to notification requests and provide *locates* within 4 working days of receiving the notification, and 5 working days during peak times.
- 2.7 In emergency situations, requests for *locate* information shall be provided by the *utility* as soon as possible.



#### 3.0 Locates

- 3.1 The *utility* shall provide information using labeled stakes, flags, and/or highly visible paint marks (See section 11.0 for colour code) continuously or at regular intervals on the surface of the ground. The markings should clearly indicate the centre line of the *utility line* and the limits of underground structures, where applicable, in the defined area of the proposed excavation.
- 3.2 The *utility* shall also provide a diagram describing the *locate* information to the person who requested the *locate* or when requested to the *Contractor's* site representative at the time of the *locate*. The diagram should indicate in clear legible terms the *locate* information including additional clarifications, dimensions from fixed objects, orientation, and any unusual depths, if known.
- 3.3 When requested by either party, the *utility* and the *Excavator* shall meet on site to confirm details of the excavation and the location of the *utility line*.
- 3.4 Where there are no utility lines in the defined area of the proposed excavation the utility may provide verbal confirmation to the Excavator. Written confirmation will be provided on request.



#### 4.0 Locate Boundaries and Accuracy

- 4.1 The Excavator shall not excavate outside the area covered by the locate request without first obtaining a further locate.
- 4.2 Locate accuracy shall be considered to be 1 metre on either side of the surface centre line locate or 1 metre on either side of the marked limits of the underground structure, unless the locate instructions specifically indicate other boundary limits.
- 4.3 Irrespective of the depth of the *utility line*, the *Excavator* must not use mechanical excavating equipment to dig within the *boundary limits* to expose the *utility line*.

#### 5.0 Duration

- 5.1 The *utility* shall indicate the expiry date (normally 30 days) on the *locate* form or diagram and the *utility* contact phone number.
- 5.2 Stakes or markings may disappear or be displaced. Excavators shall not rely on expired locates. Where delays occur beyond the period specified in 5.1 or where the locate markings become unclear, a new locate must be requested by the Excavator.
- 5.3 Where the *utility* has ascertained that no changes have taken place since releasing the *locate* information and the *locate* markings are still clear, the *utility* may provide a new expiry date in writing.



#### 6.0 Hydrovac Excavation

- 6.1 With prior agreement of the *utility*, *hydrovac* may be used as an alternative to *hand digging*.
- 6.2 For detailed procedures for using *hydrovac* excavation in the vicinity of pipelines see Appendix 5.
- 6.3 For detailed procedures for using hydrovac excavation in the vicinity of electric distribution lines see the E&USA Safe Practice Guide "Excavating with Hydrovacs in the Vicinity of Underground Electrical Plant".

#### 7.0 Initial Exposure

- 7.1 At no time, with the exception of 2.3, should an *Excavator* use *mechanical excavation* within the *boundary limits* of the *locate* without first *hand digging* test holes to determine the exact centre line and depth of cover of the *utility line*.
- 7.2 Where the proposed excavation is to be parallel and within the *boundary limits* of a *utility line*, the *Excavator* shall expose the *utility line* by *hand digging* a series of test holes along the entire route at regular intervals. The separation between test holes shall not exceed 4.5 metres.
- 7.3 Test holes may be excavated by one of the following methods:
  - (a) mechanical excavation may be used to dig test holes immediately outside of the boundary limits and then hand digging used laterally until the utility line is found;



- (b) A combination of *hand digging* and *mechanical excavation* as follows:
  - (i) hand digging between the boundary limits of the locate in cuts of at least 0.3 metre (1 foot) in depth,
  - (ii) mechanical excavation could then be used to widen the hand dug trench to within 0.3 metre (1 foot) of the depth of the hand digging,
  - (iii) repeat step (i) and (ii) until the utility line is located.

7.4

- (a) Concrete saws, jackhammers, hand tools or other similar equipment may be used to break concrete or asphalt on a road or sidewalk surface.
- (b) With the exception of 2.3 and 7.3, mechanical excavating equipment should only be used to remove broken asphalt or concrete.
- (c) Concrete below the road and sidewalk surface layers may have utility lines encased therein and should not be removed without consultation with the utility.
- 7.5 The *Excavator* shall dig additional test holes where the *utility* has identified changes in alignment or in elevation.
- 7.6 Where the *utility line* cannot be located following the procedures described above, the *Excavator* shall contact the *utility* for assistance with the *locate*.



#### 8.0 Excavating After Test Holes Are Completed

- 8.1 Where test holes in an area have been completed and the *utility line* located, *mechanical excavation* may take place provided the following procedures are used:
  - (a) wherever possible, mechanical excavating equipment should be operated parallel to the direction of the utility line when the excavation is within 1 metre of the utility line; and
  - (b) mechanical excavation must not be used closer than 0.3 metre (1 foot) in any direction to the utility line;
  - (c) excavation within 0.3 metre (1 foot) in any direction of the utility line must be carried out by hand digging;
- 8.2 Prior to initiating any blasting activities in proximity of utility lines Excavators must obtain specific guidelines from the utilities.
- 8.3 Specific instructions for *utility lines* needing support must be obtained from the *utilities*. The *Excavator* will install temporary support acceptable to the *utilities* that is adequate to prevent any deflection or damage to the *utility line*. (for an electric utility sample see Appendix 4).
- 8.4 Temporary support shall remain in place until the backfill material underneath the structure has cured or it has been compacted adequately to restore support.
- 8.5 Under no circumstances shall an Excavator attempt to move utility lines. Where such a need arises during excavation, the Excavator shall contact the utilities to make the necessary arrangements.



#### 9.0 Backfilling Trenches

- 9.1 Where trenches are to be backfilled, the following requirements should be followed:
  - (a) backfilling should be performed in such a manner as to provide firm support under the *utility lines*; and
  - (b) the trench must be backfilled with clean fill or granular material free of material injurious to the utility lines
  - (c) where flooding of gas utility trenches is done to consolidate the backfill, care must be exercised so that the gas line is not floated from its firm bearing on the ditch bottom.
  - (d) backfilling should be performed without using tamping equipment directly on exposed utility lines and using extra caution around electric cable splices.

#### 10.0 Unidentified and Abandoned Distribution Lines

- 10.1 Where a *utility line* is found during excavation that was not identified by the *utility*, but within the area covered by the *locate*, the *Excavator* shall never assume the line is an abandoned *utility line*. The *Excavator* shall immediately contact the *utility* as appropriate, to determine if the line is abandoned or *live*.
- 10.2 Excavations in the vicinity of *abandoned utility lines* shall not be subject to the guidelines in Section 8.0.

**Note:** In circumstances where a *locate* shows an *abandoned utility line* the *utility* should clearly state on the locate form that the *utility line* is abandoned.



#### 11.0 Colour Coding

Markings on stakes, streets and sidewalks must be "Safety Yellow" for gas lines and highly visible "Safety Red" paint for electric distribution lines

COLOUR	TYPE OF FACILITY/INDICATOR	MUNSELL NOTATIONS
Red	Electric - Powerlines, Cables, Conduit & Lighting cables	Safety Red 7.5R 4.0/14)
Yellow	Gas, Oil, Steam, Petroleum, Compressed air, Gases and other hazardous liquid or gaseous materials	Safety Yellow 5.0Y 8.0/12)
Blue	Potable water	Safety Blue 2.5PB 3.5/10)
Orange	Communications - Alarm, Cable TV, Signal lines, Cables & Conduit	(Safety Orange 5.0YR 6.0/15)
Green	Sewers & Drain lines	(Safety Green 7.5G 4.0/9)
Purple	Reclaimed/treated water, irrigation & Slurry lines	4.0/3)
Pink	Temporary survey markers	
White	Proposed excavation	

#### 12.0 Procedure When Damage Occurs

- 12.1 If damage to the *utility line* occurs, including damage to the coating, the *Excavator* shall leave the *utility line* exposed, barricade the area and contact the *utility* immediately.
- 12.2 If gas is escaping from a gas pipeline, shut off vehicles or equipment, remove or extinguish all ignition sources, barricade the area off, and keep public and workers away. Call 911 and the Gas *utility* immediately. No attempt should be made to control the escaping gas.



12.3 If there are any flames or sparks originating from the exposed electric distribution line or other works, barricade the area off, and keep public and workers away. Call 911 and the Local Electric Distribution *utility* immediately.

**Note:** In no case shall the *Excavator* attempt to control or make repairs to the damaged *utility line* or equipment.

#### 13.0 Acts and Regulations

A copy of the relevant sections of Acts and Regulations are attached as appendices.

Appendix 1: The Technical Standards and Safety Act, 2000 and the Ontario Regulation 210/01 Oil and Gas Pipeline Systems.

Appendix 2: The Ontario Energy Board Act

Appendix 3: Ontario Regulation 22/04 "Electrical Distribution Safety".

Appendix 4: Guideline for Temporary Support of Electric Distribution Lines across the Trench

Appendix 5: Procedures for using hydro-excavation machines in the vicinity of Pipelines.



#### Sections of the Technical Standards and Safety Act:

#### Offences

- 37. (1) Every person who,
  - (a) contravenes or fails to comply with any provision of this Act, the regulations or a Minister's order;
  - (b) knowingly makes a false statement or furnishes false information under this Act, the regulations or a Minister's order;
  - (c) contravenes or fails to comply with a term or condition of an authorization;
  - (d) contravenes or fails to comply with an order or requirement of an inspector or obstructs an inspector,

is guilty of an offence and on conviction is liable to a fine of not more than \$50,000 or to imprisonment for a term of not more than one year, or to both, or, if the person is a body corporate, to a fine of not more than \$1,000,000. 2000, c. 16, s. 37 (1).

#### Duty of director or officer

(2) Every director or officer of a body corporate has a duty to take all reasonable care to prevent the body corporate from committing an offence under subsection (1). 2000, c. 16, s. 37 (2).

#### Offence

(3) Every director or officer of the body corporate who has a duty under subsection (2) and who fails to carry out that duty is guilty of an offence and on conviction is liable to a fine of not more than \$50,000 or to imprisonment for a term of not more than one year, or to both. 2000, c. 16, s. 37 (3).



#### Separate offence

(4) Where a person contravenes any of the provisions of this Act, the regulations, a Minister's order or any notice or order made under them on more than one day, the continuance of the contravention on each day shall be deemed to constitute a separate offence. 2000, c. 16, s. 37 (4).

#### Administrative penalty

(5) A person against whom an administrative penalty has been levied by a designated administrative authority or, in the absence of such authority, by the Minister does not preclude a person from being charged with, and convicted of, an offence under this Act for the same matter. 2000, c. 16, s. 37 (5).

#### Time limit

- (6) No proceeding in respect of an alleged offence under this Act may be commenced after two years following the date on which the facts that gave rise to the alleged offence were discovered. 2000, c. 16, s. 37 (6).
- 41. Every contractor and employer shall take all reasonable precautions to ensure that they and their agents and employees comply with this Act, the regulations or a Minister's order.



#### Sections of the Oil and Gas Pipeline Systems Regulation:

Ascertaining pipeline locations

- (1) No person shall dig, bore, trench, grade, excavate or break ground with mechanical equipment or explosives without first ascertaining from the licence holder the location of any pipeline that may be interfered with.
  - (2) The licence holder shall provide as accurate information as possible on the location of any pipeline within a reasonable time in all the circumstances.

No interference with pipeline

10. No person shall interfere with or damage any pipeline without authority to do so.



#### Ontario Energy Board Act, Section V

#### Requirement to hold licence

57. Neither the OPA nor the Smart Metering Entity shall exercise their powers or perform their duties under the Electricity Act, 1998 unless licensed to do so under this Part and no other person shall, unless licensed to do so under this Part,

- (a) own or operate a distribution system;
- (b) own or operate a transmission system;
- (c) generate electricity or provide ancillary services for sale through the IESO-administered markets or directly to another person;
- (d) retail electricity;
- (e) purchase electricity or ancillary services in the IESO-administered markets or directly from a generator;
- (f) sell electricity or ancillary services through the IESOadministered markets or directly to another person, other than a consumer;
- (g) direct the operation of transmission systems in Ontario;
- (h) operate the market established by the market rules; or
- engage in an activity prescribed by the regulations that relates to electricity. 1998, c. 15, Sched. B, s. 57; 2002, c. 1, Sched. B, s. 6; 2004, c. 23, Sched. B, s. 10; 2006, c. 3, Sched. C, s. 4.

#### Emergency

59. (1) Despite this Act, the Board may issue an interim licence authorizing a person to undertake any of the activities described in section 57 if the Board considers it necessary to do so to ensure the reliable supply of electricity to consumers. 1998, c. 15, Sched. B, s. 59 (1).



## **Appendix 3**

# Ontario Regulation 22/04, "Electrical Distribution Safety" Section 10 Proximity to Distribution Lines

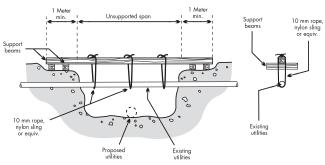
- (1) Despite section 4 of CSA Standard C22.3, No. 1-01 Overhead Systems, a person may place an object closer to an energized conductor forming part of a system of overhead distribution lines than the required minimum separations from energized conductors forming part of such a system if the person first obtains an authorization from the distributor responsible for the energized conductor. O. Reg. 22/04, s. 10 (1).
- (2) Despite sections 4 and 5 of CSA Standard C22.3, No. 7-94 Underground Systems (Reaffirmed 1999), a person may place an object closer to an energized conductor forming part of a system of distribution lines than the required minimum separations from energized conductors forming part of such system if the person first obtains an authorization from the distributor responsible for the energized conductor. O. Reg. 22/04, s. 10 (2).
- (3) Before digging, boring, trenching, grading, excavating or breaking ground with tools, mechanical equipment or explosives, a Excavator, owner or occupant of land, buildings or premises shall, in the interests of safety, ascertain from the distributor responsible for the distribution of electricity to the land, building or premises the location of any distribution line that may be interfered with in the course of such activities. O. Reg. 22/04, s. 10 (3).
- (4) The distributor shall provide reasonable information with respect to the location of its distribution lines and associated plant within a reasonable time. O. Reg. 22/04, s. 10 (4). Note: Section 10 came into force on November 11, 2004.



#### Guideline for Temporary Support of Electric Distribution Lines across the Trench

- When trenching beneath underground conduit systems a temporary support may be required to prevent deflection and damage to the electric distribution line.
- Prior to trenching beneath the electric distribution line the Excavator is to install a temporary support if the unsupported span of conduit in the trench exceeds I.0 meter in length. However, a support with closer spacing intervals may be required as identified below.

## TYPICAL TEMPORARY SUPPORT OF EXISTING UTILITIES CROSSING EXCAVATIONS





**NOTE:** Supporting procedures must be approved by local authorities.
Utilities such as cable may require additional support such as planking



# Appendix 4 (cont'd)

- 3. Concrete Encased PVC, Transite, or Fibre Conduit must not be underexposed without adequate support. When temporary support is required, support beams and posts shall be placed in a manner that will prevent damage to the conduit and eliminate sag. The maximum span that the conduit is permitted to be supported in this manner is 2.0 metres and the spacing between supports shall not exceed 1.0 metre. The Excavator is to contact the distributor for special instructions if the distribution line is to be underexposed by more than 2.0 metres or if the conduit cross-section dimensions exceed 1.5 metres by 1.5 metres.
- 4. Concrete Encased Clay Tile Conduit must be supported at short-spaced intervals. Since the conduit can be damaged very easily, exposed conduit should be inspected by the distributor's representative when uncovered and again before backfilling. The maximum span that the conduit is permitted to be supported in this manner is 2.0 metres and the spacing between supports shall not exceed 0.6 metres. The Excavator is to contact the distributor for special instructions if the distribution line is to be underexposed by more than 2.0 metres or if the conduit cross-section dimensions exceed 1.5 metres by 1.5 metres.
- 5. High Density Polyethylene (HDPE) and Direct Buried PVC Duct are very flexible and must be continually supported with a set of pressure treated timbers consisting of 50 mm x 150 mm planks nailed together in a "V" formation. These timbers shall be placed under the cable and supported every 2.0 metres with vertical 100 mm x 100 mm timbers with a "V" notch at the top to hold the 50 mm x 150 mm planks in place. The conduit bundles must not be separated or displaced.



- Support is required when a trench is parallel to a distribution line and soil rupture or lateral movement of the soil may undermine the distribution line.
- 7. Table #1 shows the maximum allowed horizontal distances from the edge of the trench to the distribution line affected by the excavation. Shoring may be already in place if workers are to enter a trench excavation that is deeper than 1.2 metres.
- 8. In case the distributor's structure is closer than the maximum allowed distances given in Table 1, then the excavation shall be suitably shored to prevent movement of the conduit structure. The shoring shall remain in place until the backfill material has restored support. A sliding trench box does not provide adequate support.
- Where the trench bottom is below the water table, the trench shall be suitably shored with close sheathing.

TABLE #1

Maximum Allowed Horizontal Distances from

Distribution Line to Edge of Unshored Excavation

Proposed Trench Depth (m)	Horizontal Distance Type 1 and 2 Soils Hard, Dry, Stiff (m)	Horizontal Distance Type 3 and 4 Soils Wet, Soft, Clay, or Sand (m)
Up to 1.2	0.6	0.6
Up to 2.4	1.0	1.0
Up to 3.6	1.0	2.0
Up to 4.5	1.5	3.0
Over 4.5	2.0	4.0



# Procedures for using hydro-excavation machines to locate and expose pipelines as an alternative to hand digging.

#### Please note that this applies to pipelines only.

For hydrovac excavation in the vicinity of electric distribution lines see the E&USA Safe Practice Guide "Excavating with Hydrovacs in the Vicinity of Underground Electrical Plant"

The following procedures shall be followed at all times when excavating with hydro-excavation technology within 1 m of gas plants.

- Obtain locates prior to commencement of work.
   Only a competent, qualified worker shall operate hydro-excavation equipment.
- 2. The maximum water pressure to be used at any time with a straight tip nozzle1 during excavation in public roads or easements shall be 17250 kPa (2500 psi). Below a depth of 45 cm (18") the water pressure to be used at any time with a straight tip nozzle1 during excavation shall be reduced to a maximum of 10350 kPa (1500 psi). All pressure measurements are to be taken at the hydro-excavation machine (truck, pump).
- 3. The maximum water pressure to be used at any time with a spinning tip nozzle2 during excavation shall be 20684 kPa (3000 psi). When a spinning tip nozzle2 is used, pressure measurements are to be permanently monitored using a calibrated device mounted on either the hydro-excavation machine (truck, pump) or the wand.

- The wand shall never remain motionless during excavation. Aiming directly at the plant shall be avoided at all times.
- A distance of 20 cm (8") shall be maintained between the end of the pressure wand nozzle and the plant and / or subsoil. The nozzle shall never be inserted into the subsoil while excavating above the plant.
- Only use hydro-excavation equipment and nozzles that have been specifically designed for use above buried gas lines or other reasonably expected underground gas plant.
- A device capable of stopping the excavation on demand, such as a dead man trigger or valve, shall be installed on the wand.
- If heated water is used during excavation, the temperature and pressure of the water shall never exceed 115 oF (45 oC) and 17250 kPa (2500 psi) respectively.
- If damage to gas plant occurs while using hydroexcavation technology or any other method of excavation, the excavator shall contact the gas utility.



#### Notes:

- 1) Straight Tip Nozzle A straight tip nozzle is a single orifice fitting that can be inserted into the end of the wand used with a hydro-excavation machine such that there is a single concentrated jet of water exiting from the tip of the nozzle.
- 2) Spinning Tip Nozzles A spinning tip nozzle consists of a conically shaped housing that contains a single exit port (to facilitate the flow of liquid) as well as a rotor insert. The rotor insert has a series of blades such that when liquid is flowing through the nozzle, the rotor is forced to spin around the longitudinal axis of the the nozzle. The rotor insert also contains three or more channels that force liquid to flow in different pathways through the rotor insert to the tip of the rotor which, as a result of the high pressure liquid is forced into contact with the nozzle housing. The liquid flowing through the nozzle is dispersed through the tip of the nozzle housing in a conical shape, having an angle of not less than 20°.









## **DIG SAFE**

#### **Guideline Principles**

Before beginning any excavation, the excavator should contact Ontario One Call or the utilities at least five working days before beginning excavation to request a locate.

The utility will make every reasonable effort to provide the locate within five working days during peak time and four working days at other times.

Emergency requests for locates will be provided as a soon as possible.



For any questions or comments regarding local electric distribution utilities contact ESA

#### www.esaeds.info

utility.regulations@electricalsafety.on.ca 905-712-5655

For any questions or comments regarding local gas distribution utilities contact TSSA

www.tssa.org