

## Ground Disturbance

The purpose of this safe work practice is to protect workers from injuries from ground disturbance. Compliance with this program is mandatory and is applicable to all employees.

### Definitions

"Ground disturbance" is when work operations or activity on or under the existing surface results in a disturbance or displacement of the soil.

Ground disturbance is not hand digging to a depth of no more than 30 cm below the ground surface, so long as it does not permanently remove the soil cover over the buried facility.

### Client Responsibilities

Clients are responsible for deciding where the proposed drilling will take place. The client is required to expose any buried facility within 5 metres of a borehole.

Company employees on site will ensure there is no drilling performed unless all underground utilities are properly located and marked. Drilling is not permitted within 5 metres of a buried facility unless it has been exposed to sight:

- By a non-destructive technique acceptable to the owner of the buried facility.
- By an equivalent method.
- By hand digging.

## Responsibilities

Employees are required to:

- Perform a safety meeting/toolbox box talk before proceeding with ground disturbance.
- Ask the client for proper paperwork for underground facility marking/location.
- Not perform any ground disturbance or drilling if locating of underground facilities has not been accomplished.
- In cases where clients insist that drilling or disturbing of ground occurs without proper paperwork, employees are to inform their supervisor or Operations Manager immediately, **and not drill**.

## Preparation

Before the ground is disturbed all underground utilities are required to be located and marked. It is the responsibility of the client to:

Contact the owner or owners designate of:

- A pipeline that is within 30 metres of a borehole location.
- Any other buried facility that may be affected by ground disturbance.
- Advise the owner of the proposed activities.
- Ask the owner to identify and mark the location of buried facility.
- Not begin disturbing the ground until the buried facilities are marked.
- Have a permits in place, such as a proximity agreement or crossing agreement, for completion of ground disturbance, if required by the owner.
- If the client is not on site, notify the client prior and upon completion of the drilling / backfilling of the boreholes.