



Damage Prevention Procedures

Know the law

Always call 8-1-1 before you dig and follow these procedures:

- Prior to calling your local One-Call center, you must whitenline the area of the excavation if the project area cannot be accurately described to the One-Call center. White-lining the area of excavation requires the excavator to place a white-line with spray-paint or flags around the area of excavation.
- Notify One-Call center by dialing 8-1-1 at least 48 hours, but not more than 14 days prior to the date of excavation, excluding Saturdays, Sundays and legal Federal and Texas holidays (see Texas Government Code §662.003 for a list of the Texas holidays)



**Know what's below.
Call before you dig.**

When calling a One-Call notification center the excavator must provide:

- Your name
 - Address
 - Telephone number of the person calling
 - The location of the proposed excavation (street address or description)
 - The name, address and number of the excavator
 - The excavator's telephone number
 - If available, a fax number, e-mail or other electronic number to which an operator may send the required positive response
 - The start date and time and the anticipated completion date of excavation
 - A statement as to whether explosives will be used and the method an excavator will receive positive response.
- You must wait at least 48 hours, not including Saturday, Sunday or holidays before beginning an excavation.
 - If a pipeline operator wants to be present during excavation, you must contact the operator and notify them of any change during in the excavation start time.
 - You must confirm that a copy of a valid locate ticket is available, and can be provided, if requested by the Texas Railroad Commission, within one hour.
 - You must verify that the address on the locate ticket is correct and the white-lining is correct, if applicable, in addition to making a visual check for any unmarked pipelines before beginning excavation.
 - You may begin an excavation when you have received a positive response that all lines have been marked or received a confirmation that no facilities are present from all operators in the area who were notified of the excavation.



- If you:
 - Have knowledge of the existence of an underground pipeline that has received an "all clear" or "no conflict"
 - Observe clear evidence of an unmarked underground pipeline for which there has been no positive response or,
 - Receive a positive response that is unclear or erroneous
 - Then, you must make a second call to a notification center and wait four hours before excavation may begin.
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During the excavation, you must:

- Preserve markings left by the pipeline operator during excavation activities
 - Plan excavation in a manner as to avoid damage, minimize interference, and protect underground pipelines.
 - Exercise reasonable care when excavating in a tolerance zone.
 - If you do not complete your project within 14 days, you must call the One-Call center (just dial 8-1-1) and request the markings be refreshed for only the area yet to be excavated.
 - If you damage a pipeline, immediately, but no later than two hours, contact the pipeline owner. If you do not know who the owner of the pipeline or other underground facility is, contact the One-Call notification center by dialing 8-1-1. If the damage results in an emergency, dial 9-1-1.
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If damage occurs, you must also:

- Delay backfilling until the damage is reported to the operator and a repair schedule is mutually agreed and/or the operator's approval.
 - Keep ignition sources away from the area
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You are required to make a report to Texas Railroad Commission within 10 days when:

- A pipeline operator fails to provide a positive you a response to a first or second call to a notification center
- Any damage occurs to a pipeline (in addition to immediately notifying the pipeline operator)
- The Texas Damage Reporting Form, may be accessed by clicking here:
<http://webapps.rrc.state.tx.us/TPD/publicHomeAction.do;jsessionid=2dpWJJjFVSrWGv62czWxnVpBbpNMvsYG132nZCXpwm6k5spLrrfG!2006006176>
- Retain required records (specifically locate tickets and positive response records) for at least four years.