

RESPONSE

ITEM 2-A THE NUMBER OF LOCATE REQUESTS FROM 01-01-2022 TO 11-30-2022 AND BROKEN DOWN INTO TYPES ARE AS FOLLOWS:

<u>TOTAL</u>	<u>TYPE</u>
	NORMAL- 406
	IN PROGRESS- 0
	DAMAGE- 4
	EMERGENCIES- 3
	DESIGN- 0

ITEM 2-B THE NUMBER OF SECOND OR SUBSEQUENT REQUESTS FOR THE SAME LOCATE REQUEST RECEIVED IN TOTAL AND BROKEN DOWN INTO TYPES:

<u>TOTAL</u>	<u>TYPE</u>
	NORMAL- 0
	IN PROGRESS- 0
	DAMAGE- 0
	EMERGENCIES- 0
	DESIGN- 0

ITEM 2-C THE LENGTH OF TIME REQUIRED TO RESPOND TO EACH REQUEST:

<u>TIME</u>	<u>TYPE</u>
	NORMAL- 48 Hours
	IN PROGRESS- 48 Hours
	DAMAGE- 1 Hour
	EMERGENCIES- 1 Hour
	DESIGN- 48 Hours

AVERAGE TIME: **24 Hours**

ITEM 2-D THE NUMBER OF TIMES AN AGREEMENT HAS BEEN REACHED WITH AN EXCAVATOR OUTSIDE OF STATUTORY TIME LIMITS: **0**

ITEM 2-E ARE LOCATE REQUESTS PERFORMED BY UTILITY PERSONNEL OR THIRD-PARTY CONTRACTORS. IF BOTH HOW MANY FOR EACH:

UTILITY PERSONNEL: 122

CONTRACTORS: 284

ITEM 2-F STATE WHETHER RECORDS AND STATISTICS ARE KEPT OF THE NUMBER OF UNDERGROUND FACILITIES LOCATED ACCURATELY VS INACCURATELY. PROVIDE RECORDS: **Accurately, all locates are kept in Archive Email.**

ITEM 2-G EXPLAIN THE METHOD USED TO DETERMINE WHETHER AN UNDERGROUND FACILITY HAS BEEN LOCATED ACCURATELY VS INACCURATELY: **We hook to a tracer wire with our locating machine that generates a frequency so the lines can be accurately traced. In the event of a broken wire we spot dig to find the line and make necessary repairs.**

ITEM 2-H STATE WHAT POLICIES AND PROCEDURES HAVE BEEN IMPLEMENTED TO REDUCE THE NUMBER OF INACCURATELY LOCATED FACILITIES: **SEE O & M ATTACHMENT. Navitas also mails out Public Awareness Forms every March and October and local supervisors have a questionnaire form filled out by local contractors during those months as well.**

XVI. MISCELLANEOUS PROCEDURES:

A - Line Locating and Marking Procedure:

1. Receiving Request:

1.1. **811 (one Call) Membership** in the state one-call service is required and provides specific systems and procedures to follow.

1.1.1. You are required to be familiar with and follow both federal and state rules in all line marking activity and documentation.

1.1.2. **NOTE** that the tolerance area and other criteria for states varies in 811 laws and reporting requirements.

1.1.3. Oklahoma specific additional rules are highlighted on following pages, but:

1.1.4. It is the responsibility of each gas technician and operation in each state to know and follow all applicable 811 rules and directives by state no matter what they may be.

1.2. **Failure in this system of 811** operations occur:

1.2.1. **Make a locate order listing:**

1.2.1.1. Name of requestor,

1.2.1.2. Location to be marked (detailed descriptions),

1.2.1.3. When they can be there (arrange time when our employee can meet them if needed),

1.2.1.4. Date of request,

1.2.1.5. Time of request.

1.2.1.6. Any specific or special requirements or requests such as date needed and if this is an emergency request.

1.2.1.7. Advise caller of the rules and response times and reinforce that **NO DIGGING** should be done prior to lines being marked.

1.2.1.8. Relay request to serviceperson and time of appointment. (After-hours calls are handled by persons on vigilance duty.)

- 1.3. **Request for line locations (non-emergency requests)** must be responded to within:
- 1.3.1. **Kentucky 48 hours not counting weekends and holidays** (unless an emergency designated locate which is handled within the same workday and as soon as possible).
 - 1.3.2. **Oklahoma 48 hours not counting weekends and holidays** (unless an emergency designated locate which is handled within the same workday and as soon as possible).
 - 1.3.3. **Tennessee 72 hours not counting weekends and holidays** (unless an emergency designated locate which is handled within the same workday and as soon as possible).
 - 1.3.4. **Texas 48 hours not counting weekends and holidays** (unless an emergency designated locate which is handled within the same workday and as soon as possible).
 - 1.3.5. **NOTE: In all cases employees should respond to locate requests and requirements as soon as practicable.**
2. **Serviceperson Responding to Request:** (Must be qualified to operate a pipe locator and familiar with the instructions for the specific locator used by the gas system.)
- 2.1. Serviceperson completes locate order, detailing what was located, time of location, and required signature of person accompanying him. If no representative is present, office personnel relays message to party requesting service as to findings and completion of request. Line locations are marked on street surface with yellow marking paint running parallel with the buried gas line, and the word "GAS" spelled above mark. Gas lines in fields, yards, etc., are marked with flags which are approximately 18" long and have a 2 ½" square piece of yellow plastic on top. Where possible and practical paint is best.
 - 2.2. During the course of locating and marking an underground gas line, the serviceperson advises party that if line is damaged to call 911 or the Gas System Office so damaged coating or piping can be repaired. If pipe is exposed but not damaged, then the gas system office should be contacted to ensure proper protections and integrity of the line.
 - 2.3. After location and marking gas line, our personnel checks from time to time to see how work is progressing and to see if any damage has been done to our pipeline.
3. **Marking Underground facilities in proximity to directional drilling (trenchless technology):**
- 3.1. In the event of marking lines in an area known or thought to be a site where the use of trenchless technology (directional drilling) is planned, the operator will contact the business planning such activity to determine the scope and reach of the project.
 - 3.2. The operator shall mark all underground facilities in the known affected area.

1. Yellow = Gas	2. Blue = Water
3. Green = Sewer	4. Red= Power
5. Orange = Communications	6. Other