

TRENCHLESS TECHNOLOGY POLICY FOR SEWER LINES

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From:

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NPL adheres to all laws related to the location and marking of underground facilities in the state where the project is located. All underground facilities must be verified for location and depth.

A Bore Card must be completed by each crew at each address at which NPL is utilizing trenchless technology. In addition, every locate request must always include a specific request for sewer line locates, regardless of the One Call Center policy.

When installing a gas line with trenchless technology, all sewer lines must be verified by some physical process to determine if there is a conflict [crossing within four feet (4') or paralleling within four feet (4')]. Whenever there is a conflict with a gas line installed with trenchless technology, all sewer lines must be verified for location and depth, using one of the following processes:

Process 1: Daylighting: potholing and locating to visually verify the location and depth of the facility. **ALL PRIVATELY-OWNED SEWER SYSTEMS** including, but not limited to, trailer parks, schools, college campuses, homeowner associations, shopping malls, and so on **MUST USE THIS PROCESS 1 AND ONLY THIS PROCESS 1.**

Process 2: Bore Path Verification for Sewer Mains: On a sewer main where there is a conflict, a pothole shall be excavated above the main. This pothole shall be at least one foot (1') deeper than the bore path. The drill head/piercing tool *and* the reamer shall be observed as each pass through the verification hole.

This Policy supersedes all previous references throughout the NPL Safety Reference & Field Safety Manuals on this subject; if there is a conflict between this policy and the policy(ies) in the NPL Safety Reference & Field Safety Manuals this Policy supersedes the manual(s).

Process 3: Spaced Verification for Sewer Laterals: Every use of this Process requires that a written request be sent to the Vice President of Operations. After written pre-approval from the Sr. Officer of Safety and Quality, the Vice President of Operations and the President, this Process may be used.

- 1) Get all available sewer maps.
- 2) Sewer laterals must be verified for location and depth at least every two hundred feet (200').
- 3) Any two sewer laterals must not be less than one hundred feet (100') apart – the distance between the locates must not be more than two hundred feet (200') apart. This shall be done to establish an average depth of the laterals in excess of four (4') feet. In areas where sewer laterals are over six feet (6') deep, the distance may be extended to not exceed four hundred feet (400').
- 4) Regardless of the average depth, the location and depth of the sewer service line at every home, commercial building or structure where an exterior clean-out is available must be pre-located using one of the following:
 - a. Run a fish tape down through the exterior clean-out, use a line locator in the conductive mode, and verify location and depth by pothole; or
 - b. Insert a sonde in the exterior clean-out and use a drill head locator to verify location and depth; or
 - c. Pre-camera through the exterior clean-out to verify location and depth.

Process 4: Other Safe Process: Any other safe process based on such investigation or reference as will accomplish the intent of this policy *if* after a written request is submitted to the Vice President of Operations and after written pre-approval from the Sr. Officer of Safety and Quality, the Vice President of Operations and the President is obtained.

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DEFINITIONS:

Conflict: Crossing within four feet (4') or paralleling within four feet (4') of any sewer line.

Cross Bore: A utility cross bore is an intersection of an existing underground utility or underground structure by a second utility resulting in direct contact between the transactions of the utilities that compromises the integrity of either utility or underground structure.

Structure: Intended to include any building to which a sewer may be connected.

Trenchless Technology: Shall include use of the following:

1. Directional Drill
2. Piercing Tool (Hogs, Moles, Missiles, etc.)
3. Water Boring Equipment
4. Augur Boring Equipment

Verify: to determine or test the accuracy of, as by comparison, investigation or reference.

SUBCONTRACTING:

Any subcontractor hired to perform trenchless technology must abide by this Policy 22, and may not commence work unless and until NPL's applicable form of subcontract has been signed by both the subcontractor and an officer of NPL. As a precondition to NPL's signature, the subcontractor must furnish certificates of insurance in the amount of \$5 million for the coverages required by the subcontract. Any exception to the \$5 million limit must be approved in writing by two officers.

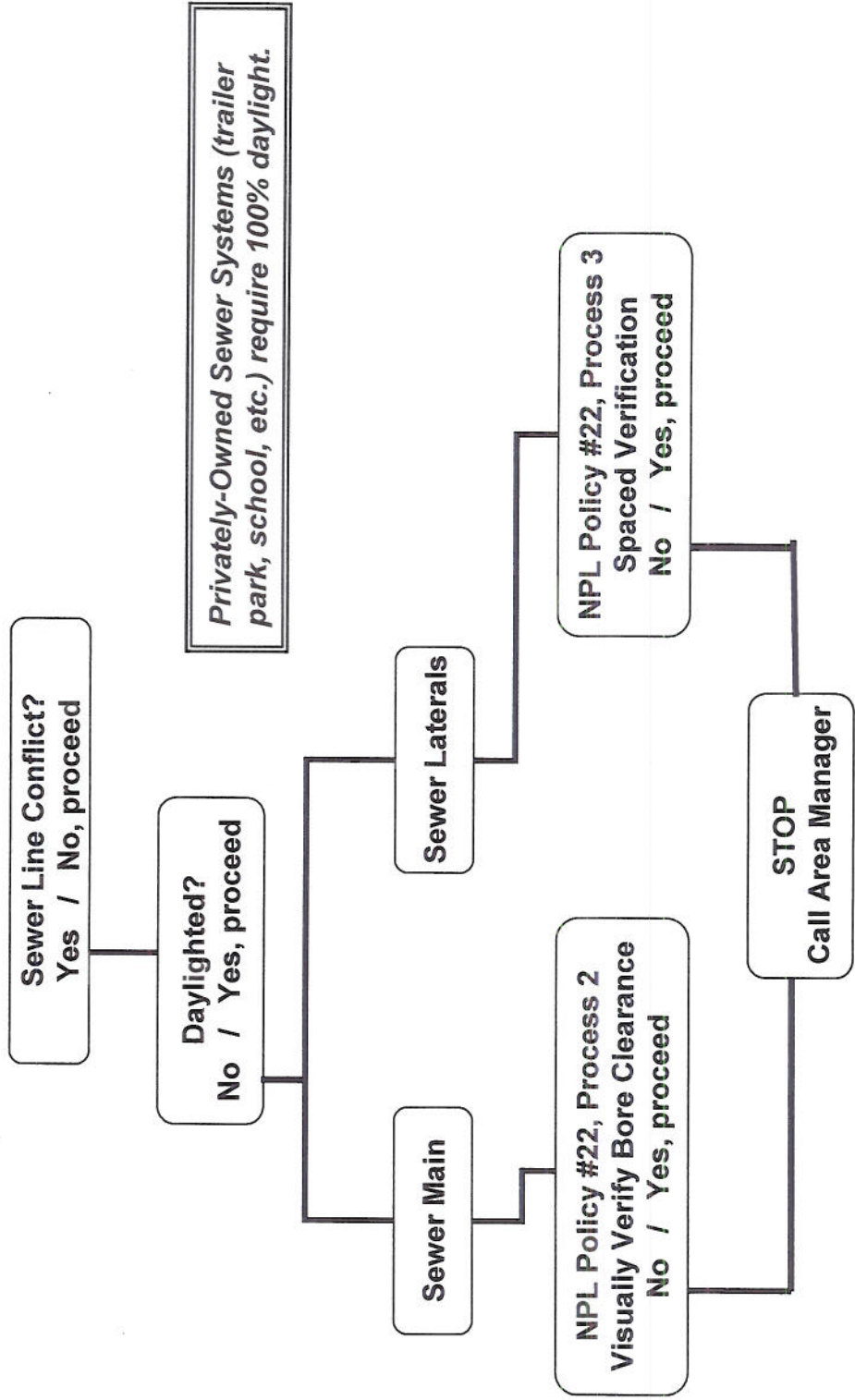
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TRENCHLESS TECH UTILIZED FOR

GAS LINE INSTALLATIONS

(Bore Card Required by Each Crew at Each Address)

Conflict is defined as either crossing a sewer line within 4' or paralleling one within 4'.



NPL CONSTRUCTION BORE CARD

Subdivision *or* Homeowner's Name: _____
Lot number *or* Street Address: _____
City and State: _____ Zip Code _____
Installation Date: _____ One Call Ticket # _____
Area Number: _____ Job/Phase # _____
Superintendent: _____

Type of Bore:

Pneumatic Directional Drill
Other Explain: _____

Type of Verification of Sewer Lateral:

Daylight Sonde Camera Fish Tape and Potholed
Averaged * Other** Explain: _____

(*Requires Area Manager Signature/Printed Name)

Type of Verification of Sewer Main:

Daylight Sonde Camera
Average Depth using tape measure or manholes
Averaged * Other** Explain: _____

(*Requires Area Manager Signature/Printed Name)

Depths (list in inches ONLY):

Depth of Line Installed: _____ inches
Depth of Sewer Main: _____ inches
Depth of Sewer Lateral: _____ inches

Bore Conflict: (cross/parallel within 4' (48 inches) of a sewer line)

Yes No (Please ensure process used to determine conflict is explained or marked above)

* Depth averaged between daylight, camera/Sonde, or tape and pothole

** Only use other when area manager verbally approves. Also includes sewer main and laterals not present or opposite side of the property; (Example: bore in front of house sewer in the back of the property)

Signature _____ Employee ID # _____
Printed Name: _____

For Central Office Only – Bore Card Entered by: _____ Initials: _____