

# Excavation Permit

|  |   |  |  |
|--|---|--|--|
| <b>Permit Number:</b>  |   |  |  |
| <b>This Section Completed by Requester</b>   |   |  |  |
| <b>Requester</b>   | <b>Org./Company</b>                         | <b>Date</b>                              |  |
| <b>Telephone</b>   | <b>Project/Task or Service Order Number</b> |  |  |
| <b>SNL Excavation Coordinator</b>  |   | <b>Telephone</b>                         |  |
| <b>Proposed Start Date</b>   |   | <b>Proposed Completion Date</b>          |  |
| <b>Task</b>  | Soil Excavation <input type="checkbox"/>    | Asphalt Removal <input type="checkbox"/> | Sidewalk Removal <input type="checkbox"/> Other (see description) <input type="checkbox"/> |
| <b>Location, Depth, and Description of Work</b> (Site drawings required with this request) |   |  |  |

|   |   |   |   |
|---|---|---|---|
| <b>Investigation Results</b>  |   |   |   |
| Have utilities been identified in the area of work?<br>If yes, composite drawings must be attached. | <input type="checkbox"/> Yes<br><input type="checkbox"/> No | Are operations in or near an Environmentally Sensitive site? If yes, a Jobsite Hazard Evaluation must be attached.<br>ER Reviewer | <input type="checkbox"/> Yes<br><input type="checkbox"/> No |
| <b>Drawings</b>   | <b>Drawing Numbers</b>                                      |   |   |
| <b>FGIS</b>   |   |   |   |
| <b>Utilities Identified / Located</b>   | <b>Date Locating Requested</b>                              |   |   |
| <input type="checkbox"/> Power Distribution   | <input type="checkbox"/> Chiller Distribution               | <input type="checkbox"/> Storm Drain Lines  | <input type="checkbox"/> Other (see description)            |
| <input type="checkbox"/> Gas Distribution   | <input type="checkbox"/> Water Distribution                 | <input type="checkbox"/> Communication Lines  | <input type="checkbox"/> Sanitary Sewer Lines               |
| <input type="checkbox"/> Steam Distribution   | <input type="checkbox"/> Street Lights                      | <input type="checkbox"/> Irrigation Lines   |   |

|   |  |   |  |
|---|--|---|--|
| <b>Communications Systems</b>           | <input type="checkbox"/> Communication (orange)                                |   |  |
| <b>Communication Locator's Comments</b> |  |   |  |
| <b>Locator's Name and Initials</b>      |  |   | <b>Date</b>  |
| <b>Mechanical Systems</b>               | <input type="checkbox"/> Water (blue)<br><input type="checkbox"/> Gas (yellow) | <input type="checkbox"/> Chiller (blue)<br><input type="checkbox"/> Steam and condensate (blue w/red dot) | <input type="checkbox"/> Storm<br><input type="checkbox"/> Sanitary (green)<br><input type="checkbox"/> Reclaim Water (purple) |
| <b>Mechanical Locator's Comments</b>    |  |   |  |
| <b>Locator's Name and Initials</b>      |  |   | <b>Date</b>  |
| <b>Electrical Systems</b>               | <input type="checkbox"/> Power (red)   | <input type="checkbox"/> Street Lighting (red)  |  |
| <b>Electrical Locator's Comments</b>    |  |   |  |
| <b>Locator's Name and Initials</b>      |  |   | <b>Date</b>  |

## Notice to Proceed

Not valid without the following signatures and accompanied by Page 2

|  |  |              |             |
|--|--|--------------|-------------|
| <b>Utility Coordinator</b>               |  | <b>Phone</b> | <b>Date</b> |
| <b>SNL Excavation Coordinator</b>        |  | <b>Phone</b> | <b>Date</b> |
| <b>Supervisor Authorizing Excavation</b> |  | <b>Phone</b> | <b>Date</b> |

**This permit is not valid without approval signatures and page 2.**

# Excavation Permit

## General Requirements

An Excavation Permit is required for the following activities:

1. Digging, saw cutting, drilling, coring, or trenching into soil, concrete sidewalks, or asphalt to a depth greater than 12 inches or into soil beneath concrete sidewalks or asphalt.
2. Excavation into subsurface soil in buildings beneath slabs.
3. Scraping, blading, or excavation of any area previously undisturbed or that appears to be undisturbed, such as areas covered with native vegetation, and blading or improvements to previously unimproved roads or paths.

## Permit Conditions

1. This permit is task-specific (see page one).
2. This permit is required for each excavation activity over 12 inches or any excavation beneath concrete sidewalks or asphalt.
3. This permit is valid from the proposed start date to the proposed completion date. **The Excavator is responsible for maintaining Locator's marks after permit is issued.** Request a re-locate if Locator's marks are not clearly visible.
4. This permit and all attachments **shall be kept at the excavation site** during excavation activities.
5. This permit is **not** intended to be a complete work release document. Other documents or attachments may be required (e.g. Job-site Hazard Evaluation, ER Site work release) prior to work.
6. A competent person [reference: OSHA 1926.651 (k)] is required to inspect the excavation, at a minimum, daily (prior to entry), and following a change in conditions.

## Work with Caution

Sandia has taken reasonable steps to identify hidden hazards for the identified work location. The possibility exists, however, that unidentified hazards may be encountered. To mitigate risk, the Excavator is responsible for completing a site investigation utilizing methods that would **not** penetrate hidden hazards (e.g., visual inspection) prior to performing excavation activities identified on this permit, and using appropriate caution when utility locations cannot be identified.

**The excavator verifies location of utilities by hand-digging or pot-holing within five feet of spotted utilities.**

*Workers assigned this activity shall wear the appropriate personal protective equipment, and use equipment that is in good working order and properly grounded.*

## Suspending Work

Any and all individuals working under this permit are authorized and required to **stop any work** activity if any of the following conditions are present:

- Conditions differ from those that have been investigated
- Unusual odors are discovered during penetration activities
- Soils are stained
- Buried debris or visible signs of contamination are observed
- There is any question about the validity of this permit or accuracy of the spotting or utility location

**Immediately notify the SNL Excavation Coordinator (e.g., Inspector) for instructions.**

| <b>System Contacts:</b><br>In the event of an <b>EMERGENCY:</b><br>Dial 911 or 845-0911 for cellular phones |                      |
|---|----------------------|
| Power distribution and perimeter lighting   | 844-9618             |
| Communications  | 284-2009             |
| Gas, steam, water, and sanitary/storm sewers  | 844-3222             |
| Environmental Restoration   | 284-2507 or 845-0835 |
| GPS Request   | 283-4477             |