

Know what's below.
Call before you dig.



- Know what's below. Always call 811 before you dig.
 - Visit www.call811.com for more information.
 - One free, easy call gets your utility lines marked AND helps protect you from injury and expense.
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- Determina lo que está bajo tierra. Siempre llama al 811 antes de excavar.
 - Visite www.call811.com para más información.
 - Una llamada gratis y fácil consigue que las líneas de servicios públicos sean marcadas Y ayuda a protegerlo de heridas y gastos.



RAILROAD COMMISSION OF TEXAS
Pipeline Safety Division
Damage Prevention Program
www.rrc.texas.gov

EXCAVATOR REPORTING GUIDELINES

Preventing & Reporting

Pipeline Damage



DIG SAFELY

Texas Pipeline Damage Prevention Program

RAILROAD COMMISSION OF TEXAS

Call Before You Dig

811 or 1-800-545-6005

Why call?

Texas law requires you to call toll-free 811 or 1-800-545-6005 at least **48 hours** before you dig. There is no cost to the caller.

What does digging mean?

16 TAC Chapter 18 defines excavation as the movement of earth by any means. This includes inserting, moving, or removing any object in the ground, even fence posts, rods, stakes, picks, shovels or other hand tools. See Chap. 18.2(11) for a more detailed definition of movement of earth.

Who has to call

Everyone. There are very few exemptions in Chapter 18. Even if the excavation is going to be done on private property, in an easement or right-of-way, or on top of the "original" grade, a locate must be requested. For exemptions, see Chap. 18.1.

When you call

Be ready to give the following information:
**Your name • Address • Phone number
Fax number • Email address • Date and start time • Project Description • Duration of project • Location of project • Reason for digging**

Save the locate ticket number the one-call notification center gives you. This is your documentation that you called before digging.

After the call

- Wait 48 hours (additional time for weekends and legal holidays)
- Make a record of the positive response
- Make a second notice if required by Chap. 18.4(e)
- Routine locate tickets expire in 14 working days
- Refresh the locate ticket if required (the current ticket must be valid during the 48 hour waiting period)
- Respect and protect all the marks (if marks are removed or destroyed, new locates must be requested)
- Always dig with care in the tolerance zone as defined in Chap. 18.2

Use American Public Works Association (APWA) Color Code for locate markings

White	Proposed Excavation
Pink	Temporary Survey Markings
Red	Electric Power Lines, Cables, Conduit and Lighting Cables
Yellow	Gas, Oil, Steam, Petroleum or Gaseous Materials
Orange	Communication, Alarm or Signal Lines, Cables or Conduit
Blue	Potable Water
Purple	Reclaimed Water, Irrigation and Slurry Lines
Green	Sewers and Drain Lines

About Reporting Pipeline Damage

Pipeline Damage Prevention Rules

Effective Sept. 1, 2007, the Railroad Commission adopted Title 16, Texas Administrative Code (TAC), Part I Chapter 18 entitled Underground Pipeline Damage Prevention to increase pipeline safety in Texas and to reduce damage to underground pipelines resulting from the movement of earth by persons in the vicinity of those pipelines, which is the number one cause of pipeline incidents in the state. A full version of the rule can be found on the Commission's website.

Reporting Requirements

Texas law requires all damage to pipelines caused by excavators to be reported by both the pipeline operator and the person digging around the pipeline. If you are digging near a pipeline, you are considered to be an excavator. Operators and excavators that are not in compliance with Chapter 18 can be cited violations and penalties of up to \$10,000 per day per violation under these rules.



Excavation Damage

Pipeline damage includes but is not limited to:

1. Defacing, scraping, displacement, penetration, destruction, or partial or complete severance of an underground pipeline or of any protective coating, housing, or other protective device of an underground pipeline;
2. Weakening of structural or lateral support of an underground pipeline that affects the integrity of the pipeline; or
3. Failure to properly replace the backfill surrounding an underground pipeline.

Excavator/Operator Protocols

If an excavation project is too large to mark using white-lining or is so expansive that a full description cannot be provided on a line locate ticket, then the operator and the excavator shall conduct a face-to-face meeting to discuss the excavation activities and to establish protocols per Chap. 18.3(d).

After compliance with the notice requirements of Chap. 18, an excavator and an operator may jointly establish the protocols applicable to an excavation site in the vicinity of underground pipelines based on the particular characteristics of each job. Follow guidelines for applicable protocols to an excavation site per Chap. 18.9.

Taking Action If a Pipeline is Damaged

In the event of an emergency, take immediate steps to protect people first and call 911 for hazardous conditions that endanger life or health.

When a pipeline is damaged, notify the pipeline operator immediately through the One-Call Notification Center (811) within two hours of the incident.

Collect information for excavation damage to pipelines. Document by written records and photographs with an object of reference in the picture. Measure exact depth of damage contact to pipeline. Give details on locate marks and damage area.

A **Texas Damage Reporting Form (TDRF)** must be filed with the Railroad Commission within 10 working days of the incident.

A working day is everyday that is not a Saturday, Sunday, or legal holiday (as specified by Chap. 662 TX Gov. Code).

Non-Compliance Activities

Violations and penalties may also be cited even if damage to a pipeline has not occurred.

Examples include:

- Not calling before digging
- Not refreshing an expired locate ticket
- Calling for an emergency locate when the situation is not an actual emergency condition

Texas Damage Reporting Form

(TDRF) FILING INSTRUCTIONS

1. Must file electronically
2. The TDRF can be accessed through RRC Online at the following URL:
<http://webapps.rrc.texas.gov/TPD/publicHomeAction.do>
3. In the TDRF Reports Menu:
Select [Enter a New Excavator Report](#)

For reporting questions call 512-475-0512 or email us at TDRFinfo@rrc.texas.gov and a RRC representative will assist you.

For additional pipeline damage information, go to the Railroad Commission website at www.rrc.texas.gov.

Para información **EN ESPAÑOL**, visite la página de la Comisión de Ferrocarriles: www.rrc.texas.gov en el internet, o llame al telefono mencionado arriba.

GPS Coordinate Submission Standard:
Decimal Degrees • NAD 83
Latitude: 00.00000 • Longitude: -000.00000
Example of a location:
Latitude: 31.12345 Longitude: -101.12345

NOTE: In Texas, the valid value number range for latitude is 25.0 to 37.0 and for longitude from -93.0 to -107.0.