



Alternate Locate Provider Program

Lexicon of Terms and Definitions

Alternate Locate Provider Program Overview

The Alternate Locate Provider (ALP) Program model is an alternative approach to delivering locates in Alberta. The goal of the ALP Program is to provide an additional option for project owners to receive locates in line with project requirements and provide further certainty over project timing and costs. The registered Alternate Locate Service Provider (ALSP) works for the Project Owner on their timeline and can serve to reduce downtimes and improve outcomes. ALSPs must be registered for participation in the ALP Program and must meet specific criteria such as specialized training, quality assurance audits, reporting, insurance, experience and capabilities.

This document outlines the various terms, definitions, and acronyms used as part of the ALP Program and more generally across the damage prevention industry in Alberta.

Acronyms

- ALA** – Alternate Locate Agreement
- ALP** – Alternate Locate Provider Program
- ALSP** – Alternate Locate Service Provider
- CCGA** – Canadian Common Ground Alliance
- COR** – Certificate of Recognition (Certification)
- CSA** – Canadian Standards Association
- GD201** – Ground Disturbance 201 (Training/Certification)
- IT** – Information Technology
- OHS** – Occupational Health and Safety
- L&M** – Locate & Marking Standard (Training/Certification)
- LSP** – Locate Service Provider
- PPE** – Personal Protective Equipment
- QA** – Quality Assurance
- RAP** – Registration Assessment Program
- USP** - Utility Safety Partners



Terms and Definitions

Accuracy: The closeness of results of observations, calculations, or estimates compared to the true value.

Alternate Locate Agreement (ALA): A contractual agreement between a Buried Facility Operator and an excavator that allows the excavator to proceed with their excavation work without receiving a traditional field locate.

Alternate Locate Provider Program (ALP): The general system and structure governing the provision of locates as part of an ALA that allows the excavator to proceed with their excavation work without receiving a traditional field locate.

Alternate Locate Service Provider (ALSP): Business provider of locating services authorized by the Buried Facility Operator to locate and mark its underground facilities as part of an ALA.

As-built: A representation of the as-constructed situation showing the position and features of components as actually put in place.

Assessment: The act of reviewing, inspecting, testing, checking, conducting surveillances, or otherwise determining and documenting whether items, processes, or services meet specified requirements.

Audit: A planned and documented independent review to determine by investigation, examination, or evaluation of objective evidence the adequacy of; and conformance with; established procedures, instructions, drawings, and other applicable documents, and effectiveness of implementation.

Buried Facility (also known as Facility, Underground Facility, or Asset): Anything buried or constructed below ground level respecting electricity, communications, water, sewage, oil, gas or other substances including, but not limited to, the pipes, conduits, ducts, cables, wires, valves, manholes, catch basins and attachments to them.

Buried Facility Operator (or Utility Owner): Owner or Operator of utility infrastructure, either underground or above ground.

Calibration: The set of operations which establish, under specified conditions, the relationship between values indicated by a measuring instrument or measuring system, and corresponding standard or known values derived from the standard.

Clear (or Cleared): the Locator has determined from records and visual site inspection that the Underground Facilities are not in conflict with the proposed Ground Disturbance, in which case the area of the proposed Ground Disturbance Site showing the no conflict situation shall be documented on the Locate Form.



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Competent: In relation to a Locator, means adequately qualified, suitably trained and with sufficient experience to safely perform work without supervision or with only a minimal degree of supervision. In relation to a Contracting Employer, means the business has adequate systems, policies, procedures, and controls with sufficient experience to safely manage, direct, and perform work.

Conformance: Adherence to the ALP registration assessment standard.

Consortium: A group of Buried Utility Operators / Owners who have identified industry accepted processes governing Locates.

Contracting Employer (or Employer): Business provider of services authorized by the Buried Facility Operator to locate and mark its underground facilities. May be a locate specific company or a separate contractor with locate resources and capabilities.

Corrective Action: Measures that are taken to rectify conditions adverse to quality and, where necessary, to preclude recurrence.

Damage: Any physical damage to the Underground Facility caused by unauthorized contact during a Ground Disturbance that results in a cost or a service disruption, including, but not necessarily limited to, the abrasion, penetration or destruction of any protective coating, sheathing, housing or other protective device; the partial or complete severance of Underground Facilities; the rendering of any Underground Facility partially or completely inoperable; the creation of any condition that adversely affects the services provided by means of the Underground Facilities or the creation of an environment or safety hazard.

Damage Prevention: The prevention of damage to buried facilities is the overarching process that will have a positive impact on worker safety, public safety, protection of the environment and preservation of the integrity of the underground infrastructure.

Damage Reporting: The immediate reporting to appropriate authorities and the owner of any damage made or discovered in the course of excavation or demolition work.

Documentation or Records: Books, papers, inspection and examination records, maps, photographs, locate sheets, machine readable materials or other documentary materials, made or received in connection with the performance of work and preserved or appropriated for preservation because of the informational value of data in them.

Ground Disturbance: Any work, operation or activity that results in a disturbance or displacement of the soil.

Inspection: Examination or measurement to verify whether an item or activity conforms to specific requirements.



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Locate: Provision of data to identify underground infrastructure on behalf of a Buried Facility Operator and may include field markings, measurements, forms, drawings, and/or photos.

Locate area: An area identified by the Locator and documented on the auxiliary locate sheet, that creates a minimum 1m buffer around the dig area and from any underground infrastructure.

Locate Form or Sheet: Accompanying documentation for a locate which is completed by the party providing the locate. A locate form may or may not contain the specific facility location details and/or drawings, but should in all cases contain administrative aspects of the locate such as when, why completed, and who completed it.

Locate Request(s): A communication between excavator and the Facility owner or their agent (usually the notification service) in which a request for locating underground facilities is processed.

Locate Ticket: A locate request document created by the notification service or an owner marked with a unique identification number.

Locator: Also known as “Buried facility Locator”. Locates underground facilities and communicates their findings. Locators may be employees of buried facility operators or ground disturbers or employed by contract industry locating organizations.

Locate Service Provider (LSP): A business provider of locating services authorized by the Buried Facility Operator to locate and mark its underground facilities.

Map or Mapping: A to-scale visual representation of geographically referenced features and associated representation of facilities provided by the Utility Owner(s).

Marks or Markings: Surface marking indicating the presence of underground infrastructure including but not limited to highly visible paint and/or labeled stakes or flags to indicate the approximate location of buried facilities within the Located area.

Near Miss (or Near Hit): An inaccurate locate that is identified prior to or during ground disturbance work being performed at the impacted field location, which may have resulted in a damage had ground disturbance work been carried out. Also defined as an event where damage did not occur, but a clear potential for damage was identified.

Procedure: A document that specifies or describes how an activity is to be performed. The term “procedure” also includes instructions and drawings.

Process: A series of actions that achieve an end or result.

Quality: The condition achieved when an item, service, or process meets or exceeds user’s requirements and expectations.



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Quality Assurance: All planned and systematic actions necessary to provide adequate confidence that an item will perform satisfactorily in service or that a process will result in the expected result.

Quality Assurance Manual: The governing document comprised of a collection of processes, procedures and inspection and test plans which identifies requirements, resources, and forms to control and document the quality of work.

Qualification (Personnel): The characteristics or abilities gained through education, training, and experience, as measured against established requirements and operational specification documentation, such as standards or tests that qualify an individual to perform a required function.

Registration: Mechanism to allow participation in the ALP by either a Locator or Employer.

Visual examination(s): The Locator performs a thorough field investigation to determine the existence of Underground Facilities at a Ground Disturbance Site by visual means prior to the use of equipment. This includes making note of physical features on the ground, such as curbs, street lights, gas and water valves, pedestals and fence lines.

Further Program Information

For further ALP program information: utilityandsafety.ca/learning-centre/alp-program-faq/

For ALP questions and support, email USP at: info@utilityandsafety.ca