



# Alternate Locate Provider Program

## Locate Request Process

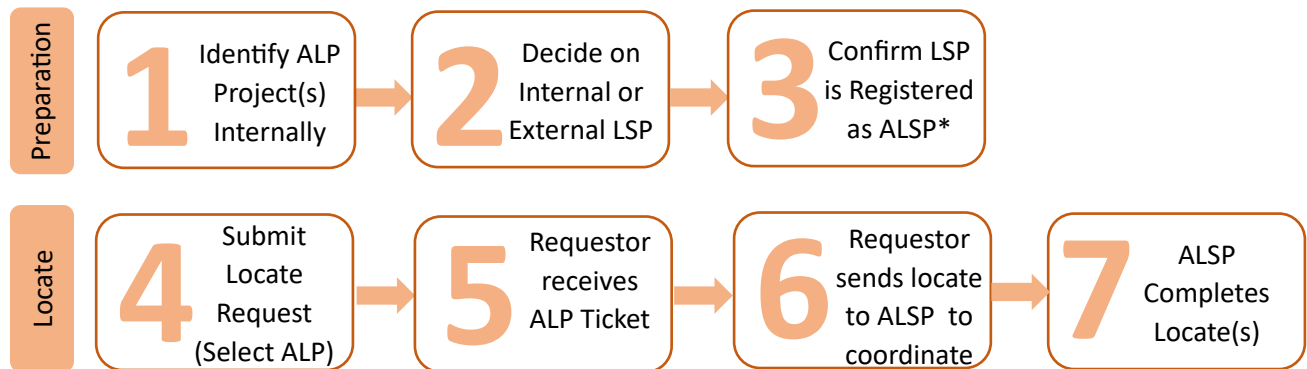
### Alternate Locate Provider Program Overview

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. A registered Alternate Locate Service Provider (ALSP) works for the Project Owner on their timeline and can serve to reduce downtimes and improve outcomes.

This document outlines the ALP locate request process.

### ALP Locate Request Process

Below is a step-by-step process for participation in an ALP Locate Request



Note: LSP refers to any Locate Service Provider whether registered as an ALSP or not.

#### \* Steps to Follow if Requesting to Use a Non-Approved ALSP

At Step 3, if the requestor wishes to proceed with an LSP or internal locate resources that are not currently registered as an approved ALSP, the requestor must follow the ALSP Registration Assessment Process before proceeding to the locate request in Step 4. Details on this process can be found on Utility Safety Partners (USP) website. If the requestor chooses not to pursue the ALSP registration assessment process, they may instead choose to engage with a different approved ALSP to meet their project needs and proceed to locate request submission in Step 4.



## ALP Locate Request Process

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### Detailed ALP Locate Request Steps

**Step 1:** Locate requestor (project owner) should identify project(s) where ALP shall be used in order to be clear on locate needs ahead of any official locate request.

**Step 2:** Requestor to decide if an internal or external LSP will be used on its identified project(s).

**Step 3:** Requestor to confirm on the Utility Safety Partners (USP) website if the LSP is registered as an approved ALSP. If approved, please proceed to Step 4.

**Step 4:** Requestor to submit a locate request through USP's standard locate request process. During ticket submission, please select the box marked as "ALP Locate Request".

**Step 5:** The ALP ticket will be created and transmitted to the Project Owner and all notified asset owners. Notified asset owners who are participating in the ALP will not respond to requestor. Notified asset owners who do not participate in the ALP will respond to the locate request through their normal process.

**Step 6:** The Requestor will send the ALP ticket to the ALSP to coordinate on locate completion. This may include timing, resourcing, locations, contracts, and payment of locate fees. Please note, it is the responsibility of the requestor to pay the ALSP directly for completion of locates. As such, a best practice may be that the requester engages with the ALSP prior to ticket submission in order to align on any contractual or payment considerations.

**Step 7:** ALSP completes locates per requestor and/or project owner requirements. It is still the responsibility of the requestor to wait until the locate documentation is completed prior to starting excavation. It may also be the case that not all owners in a region are participating in the ALP program. As such, it will be up to the requestor to confirm they have received all locate responses for any project(s).

### Further Program Information

For further ALP program information: [utilityandsafety.ca/learning-centre/alp-program-faq/](https://utilityandsafety.ca/learning-centre/alp-program-faq/)

For ALP questions and support, email USP at: [info@utilityandsafety.ca](mailto:info@utilityandsafety.ca)