



# Alternate Locate Provider Program

## Locate Service Provider Pre-Assessment Preparation Considerations

### Alternate Locate Provider Program Overview

The Alternate Locate Provider (ALP) Program 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 considerations that an Employer can reference prior to seeking formal ALSP registration assessment. This document provides guidance for Employers interested in the ALP program; however, Utility Safety Partners (USP) cannot guarantee success during the registration assessment process. More detailed specifics about the ALSP registration process can be found on USP's website.

### Considerations for Interested Employers Prior to Assessment:

- ✓ **USP-Endorsed ALP Course:** All ALP locators must complete a USP-endorsed ALP Locate and Marking course. Course availability cannot be guaranteed, so it is recommended to book all potential ALP locators to available courses with sufficient notice.
- ✓ **Safety Reporting Systems:** It is a requirement to be registered with a recognized safety tracking system. Data will be required from these system providers during assessment. It is suggested you contact your provider prior to seeking formal assessment to ensure you can obtain info.
- ✓ **Quality Assurance (QA):** Any employer wishing to participate in ALP will be required to demonstrate that a QA system is in place and being followed. If your QA practices are not documented or formalized, it is recommended that this is done prior to assessment. Applicable QA processes can include auditing, damage/near miss processes, corrective actions and others.
- ✓ **Ticket Management Process:** An electronic ticket management process is required to participate in ALP, either via email or ticket software. This also includes demonstrating your capabilities to provide and submit locate packages electronically. At this time, email is sufficient, however ticket management software is another option. While software is not a requirement to



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participate in ALP at this time, future processes may require mandatory use of ticket software at that time. As such, interested LSPs may wish to start the process and engage with suppliers.

- ✓ **Records and Mapping:** You will be required to use the Multiviewer geospatial mapping viewer in order to participate in the ALP program. This will provide access to buried facility mapping. Set up instructions will be provided once you are registered as an ALSP, however, it is recommended that you assess your IT capabilities to set up and operate GIS viewer systems.
- ✓ **Contractual Capabilities with Facility Owners:** Your company will be required to contract to the buried facility operators through a Consortium ALP agreement. While there will be no pricing in this agreement, there will be terms around risk, liability, safety and associated terms and conditions. Your company should be prepared to review and assess your ability to sign on to this type of contract prior to seeking formal assessment.
- ✓ **Locate Experience:** For excavators or employers not currently performing locates, but looking to get approved as an ALSP, it is highly recommended that you have locators and supervision in place prior to seeking registration assessment to demonstrate your experience.
- ✓ **ALSP/Excavator Relationship Management:** ALSPs will be required to contract to the excavator or project owner directly to provide ALP locates and receive payment. How you choose to structure this is outside of the ALP program oversight, but it is recommended that any ALSP engage with the excavators and align on terms prior to formal ALP ticket submission in order to avoid delays in the process.

Below is an overview of the above considerations you may plan for prior to ALSP Assessment.

2+ Months Prior	1 Month Prior	
Engage with Ticket Software Provider (non-mandatory)	Book Locators in USP-endorsed ALP courses	Complete ALSP Assessment Checklist – Assess Gaps
Document QA and Training Programs (if needed)	Engage with Safety Reporting System (ie. ISNetWorld)	Assess ability to enter contract with Consortium

## Further Program Information

For further ALP program information: [utilityandsafety.ca/wheres-the-line/alternate-locate-provider-alp/](https://utilityandsafety.ca/wheres-the-line/alternate-locate-provider-alp/)

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