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OCT 14 2014

**SOUTH DAKOTA PUBLIC
UTILITIES COMMISSION**

PO Box 3538

Rapid City, SD 57709

AL SUTTON ELECTRIC, INC.

Office (605) 341-5300

Fax (605) 342-1686

Thursday October 9th, 2014

Safety Meeting Agenda

Shop procedures for excavating and using the one call system

1. Why are we having this meeting, one call violation, and other near misses in the past.

current violation

Temp panel placed over fiber optic line

2. When does One Call need to be notified and what is the definition of an "Excavation"

Formal Definition pg 24 (4)

Any type of excavation, trench or pole placement

3. Shop Procedure- Who is responsible internally for making the call

Forman required to notify PM

PM required to call in for their project

4. What will be asked if you make the call

Pg 11 guidelines

5. What happens if you don't make the call

We are responsible for all repairs!

Willful violation of handbook

6. Call tickets MUST be called in by the company doing the excavating! The tickets are non Transferable.

We can't call in for Sub Contractors

We can't use General Contractors locates

7. What do the color codes of the locators mean

back of book

8. What is our responsibility after the call is made

support and inspect

preserve marks

Hand expose or "pot hole" around utilities- no power equipment

OCT 9, 2014 12:00PM
 LOCATION: Al Sutton Electric Inc
 Sign IN Sheet

| NAME | SIGNATURE | |
|--------------------|----------------------------|---------|
| ALBERT G SUTTON | <i>Albert G Sutton</i> | |
| BEN F STYMIEST | <i>Ben Stymiest</i> | |
| BRAD REID | <i>Brad Reid</i> | |
| CHAD CURTIS | <i>Chad Curtis</i> | |
| DALE J MARTI | <i>Dale J Marti</i> | |
| JAMES L TILLEY | <i>James L Tilley</i> | JM6061 |
| JARROD J ANDERSON | <i>Jarrold J. Anderson</i> | |
| JOSEPH W. KITCHENS | | |
| SHANE M DIXON | <i>Shane M Dixon</i> | |
| TROY D DIGMANN | <i>Troy D Digmann</i> | Jm 3610 |
| TYLER BALDWIN | <i>Tyler Baldwin</i> | |
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DETAILS OF MEETING: