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APR 24 2015

**SOUTH DAKOTA PUBLIC
UTILITIES COMMISSION**

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April 6th Bi-monthly Safety Meeting.
Topics: SD One Call and Driving and Parking

- I. Designers.
 - A. It is your responsibility to have locates done on each site that you will be digging on.
 - B. Even if you aren't 100% sure you're are going to need to dig, call in a locate request.
 - C. Make sure locates are done before showing up with the crew.
 - D. Keep locate ticket numbers for references and in case of the need for a re-locate is needed.
 - E. Remember you need your OWN locate number. Just because it is marked by another contractor does not allow us to assume it is ok to dig.

See below One call law on locating.

Notification of proposed excavation. No excavator may begin any excavation without first notifying the one-call notification center of the proposed excavation. The excavator shall give notice by telephone or by other methods approved by the board pursuant to rules promulgated pursuant to chapter 1-26 to the one-call notification center at least forty-eight hours prior to the commencement of the excavation, excluding Saturdays, Sundays, and legal holidays of the state. The board may promulgate rules to reduce the forty-eight-hour interval for emergency or subsequent inquiries to the original locate request and may lengthen the forty-eight-hour interval for nonexcavation requests

- II. Formen and Crew members
 - A. Make sure flags and locates are on site. If not call your designer for the next work location. Do not work on that site until it has been located.
 - B. Try not to disturb marking flags while working on the project so we don't lose site of where utilities are.
 - C. Remember to look for private utilities that might not of been located. This goes for sprinkler wires and underground dog fences.
 - D. Remember to hand dig at a minimum 18" away on both sides of the markings. See below law.

Excavators shall maintain a minimum horizontal clearance of eighteen inches between a marked underground facility and the cutting edge of any mechanical equipment. If excavation is required within eighteen inches, horizontally, the excavator shall expose the facility with hand tools or noninvasive methods approved pursuant to rule and shall protect and support the facility prior to further excavation with mechanical equipment.

- III. Trucks and driving
 - A. When backing up always have assistance from another member directing from behind the truck to help with visibility.



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- A. When backing up always have assistance from another member directing from behind the truck to help with visibility.
- B. When parking always curb check tires and or us tire blocks that are in each truck.
- C. Obey speed limits and makes sure to watch school zones and residential areas extra carefully. Loaded trucks take longer and more distance to come to a stop.
- D. Adjust mirrors prior to moving.
- E. Keep garbage picked up from cab to avoid debris near the foot pedals.
- F. Check trailer hook up to make sure it is secure.
- G. Tarp all loose loads of materials and also check all truck ledges for loose rocks.
- H. Trucks are not a transportation for breaks, to go run personal errands or for snacks.

The next meeting will be a refresher of the above material and tool safety for the H2B visa workers that will be arriving this month. Bring questions and/or ideas for better safety practices.

Attendees of the meeting. Dated 4/6/15

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Emmanuel Enríquez

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