

NorthWestern Energy INCIDENT REPORT

All Incidents to the Public

INSTRUCTIONS

1. This report must be completed for every case of personal injury or property damage, however insignificant, involving non-employees where Company property, Company service, or Company personnel are involved.
2. This report is to be given immediately to the Supervisor, Director, Manager, Superintendent, or Director of Operations.
3. Cases of extreme urgency (e.g., electrical contact, death, total loss from an electrical fire, etc.) shall be reported immediately by telephone to the office of General Counsel and the Director of Risk Management.
4. All employees shall refrain from expressing opinion as to liability or responsibility.
5. Every effort must be made to obtain names and addresses of all available witnesses.
6. Send this report and supporting documentation to the Risk Management Department **within 3 working days of the incident.**

Incident occurred, address 407th & N Harmon City Mitchell SD

Date 04/22/2022 Hour 11:55 A.M. P.M.

Nature of incident

Contractor hit primary URD cable

PERSONAL INJURY:

Full name of injured N/A Address _____

City _____ State _____ ZIP Code _____ Phone No. _____

Approx. age _____ Occupation _____

Nature of injury _____

Where taken & by whom _____ Name of doctor, if any _____

PROPERTY DAMAGE:

Owner's name N/A Address _____

City _____ State _____ ZIP Code _____ Phone No. _____

Tenant's name _____ Address _____

City _____ State _____ ZIP Code _____ Phone No. _____

Nature and extent of damage

Residence _____ Business establishment _____ If business, what kind _____

Other property _____

STATEMENTS MADE AT SCENE OF ACCIDENT:

Did the person involved in the incident make any statement as to its cause or admit his own carelessness? If so, what did he say and who heard it? _____

Contractor admitted to seeing the red Caution tape then continued to excavate. Also admitted to seeing other red marks but thought maybe we had "ghosted" off on something with our locates. Both Josh Bernard, and Greg Reiner along with crew members heard the contractor admit to this.

WITNESSES (including NorthWestern Energy employees):

Name Greg Reiner Address _____ Employed by Northwestern Energy
 City Mitchell State SD ZIP Code 57301 Phone No. _____

Name Bruce Gillam Address _____ Employed by Northwestern Energy
 City Mitchell State SD ZIP Code 57301 Phone No. _____

Name Frank Luczak Address _____ Employed by Northwestern Energy
 City Mitchell State SD ZIP Code 57301 Phone No. _____

Name _____ Address _____ Employed by _____
 City _____ State _____ ZIP Code _____ Phone No. _____

WHERE HELPFUL IN DESCRIBING INCIDENT, MAKE SKETCH BELOW:

(Show measurements, physical conditions, surroundings, etc., and, if necessary, include photographs.)

DESCRIBE IN FULL HOW INCIDENT OCCURRED

Conditions as you found them (indicate by sketch on prior page), what happened, who was there, what you did in examining or testing equipment, what changes, if any, you made, the customer's apparent attitude, etc.

When we first arrived on scene contractor approached us claiming to have seen no red marks or flags but he did say that they had come across the red caution tape but continued to dig. After looking around we had uncovered a pile of sod laying over what appeared to be a red locate mark that they had tried to scratch out along with a missing flag. Contractor continued to deny ever seeing any flags or locate marks.

(If necessary, continue on back)

By whom was notice of incident received Call Center How Customer

Date 04/22/2022 Hour 11:55 A.M. P.M. This report made out by Joshua Bernard

Joshua B. Bernard (Signature) Date 4/25/2022 Position Apprentice Lineman

Approved by Division Superintendent _____ Date _____

Director of Operations or Division Manager _____ Date _____

NOTE: Some of the information requested in this form is considered "sensitive Personally Identifiable Information (PII)". Completed forms must be stored in an access-controlled environment. Once the form has been approved for destruction it must be shredded. Refer to the Records Management Policy for additional information regarding PII.