

MOUNT SNOW - STANDARD OPERATING GUIDELINE

Topic: Dig Safe Permit Process
Approval: Safety Committee
Updated: April 2014

PURPOSE: As part of our commitment to safety as well as minimizing the potential damage to infrastructure and the environment, Mount Snow has implemented “Dig Safe” to help ensure knowledge of hazards or obstacles in or around a proposed dig site.

REQUIRED:

Before any digging occurs at Mount Snow, a Mount Snow Dig Safe Permit must be completed at least 72 hours prior to the proposed start date. All permits are valid for 30-days from the date of approval.

DEFINITIONS:

Digging includes:

- Using a machine to make an excavation deeper than 6”.
- Using a vibratory plow to install a line or cable deeper than 6”.
- Driving a stake into the ground deeper than 6”.
- Using a grader or machine bucket to grade deeper than 4”.
- Using any hand tool to dig deeper than 6”.

PROCEDURE:

- 1) Draw a map of the site or area which the dig will take place.
- 2) Mark the perimeter of the proposed dig area with white spray paint or surveyors tape.
- 3) Meet with one of the following people to complete the Permit Application in the DigSafe digital application.
 - a. Jason Perl
 - b. Sarah Bourn
 - c. Tim Dolan
 - d. Randy Barrows
- 4) Once the *application* is complete, all parties required to authorize the project will be electronically notified and will be able to log into the program and review the application. Once they have completed necessary location, de-energizing, or lockout services, they will authorize the dig (electronic signature).
- 5) Once all parties have provided authorization, you will be notified to review their authorizations and notes, prior to receiving final approval.
- 6) Once the requesting party has reviewed the authorizations, the permit application will be sent for final approval.
- 7) Upon receiving final approval from the Director of Mountain Operations or Risk Manager, a pdf copy of the Dig Safe Permit will be e-mailed to the requestor.

If you have any questions about this new process, please contact Jason Perl, ext 4450.

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EMERGENCY DIGGING

In the event of an emergency, obtain verbal approval from appropriate managers and Director of Mountain Operations. Permit must be completed within 48 hours.

If applicable, appropriate manager will call Vermont Utilities Dig Safe (VUDS) at 888-344-7233, 48 hours prior to start date. MS ID# - 73710 (67294 old)

DIG SITE SAFETY:

After approval of dig site, equipment operator or designee will:

- Install perimeter fencing
- Post area appropriately
- Require hard hats in work area
- Equipment Operator will have a copy of the permit on site.

NOTE

Locating and marking of utilities by the appropriate manager or VUDS must be done 48 hours prior to date. De-energize appropriate energy sources. All Primary power must be de-energized if digging within 15 feet.

OFF-SITE OPERATIONS (Carinthia, Handle Road, Cupola, etc.)

North Branch (802) 464-7560 Contact: John West

Dover Roads (802) 464-2000 Contact: Town of Dover

Consider Notification of property owners in immediate vicinity of dig site.