UTILITY LOCATE PERMIT APPLICATION PROCEDURES

1. An approved Utility Locate Permit is required to locate utilities prior to an application for an Excavation/Directional Drilling Permit.
2. Complete the permit application and submit it online at least five (5) business days prior to the requested start date.
3. All applications must have:
   - copies of the IFC drawings
   - location map
4. The contractor is responsible for contacting and scheduling the locates with Tierra Geomatic Services Inc. once an approved permit number is received. Tierra can be reached at 587-987-0566 or alberta@tierra-geomatic.com.
5. If ENMAX lines are present in the area, the contractor is required to have Alberta One-Call locates as well once an approved permit number is received. Locate appointments can be made by calling 1-800-242-3447 or online.
6. If the work is on the East Airfield, a quality assurance utility locate must be done by Fuji Pipelocators Ltd. Once an approved permit number is received, appointments can be made by calling 403-277-3300 or 1-866-614-3300.
7. The permit approval is returned via email to any contact listed on the application; **this approval may include comments or directives from the Authority that must be adhered to.**
8. All approved utility locate permits may be used for as many utility locates under the project as required **as long as the scope and location has not changed**
9. Hydrovacuuming may be required to expose all utilities prior to construction work
10. No ground disturbances can be performed without proof of an approved utility locate and excavation permit.
11. **No work may begin until an approved permit number is received. Proof of an approved permit may be required to be presented at any time and must be available (hard copy or electronically).**

Airside Specific Procedures

1. An airfield electrician will accompany the utility locator to open any electrical duct banks.
2. An airfield coordinator will accompany the utility locator to open any mechanical duct banks or manholes.