BS14: UTILITY SERVICES BRIEFING SHEET

M V KELLY LIMITED
Civil Engineering & Building Contractors

Do	
UNDERGROUND SERVICES	Complete a Permit to dig/break ground whether MVK's or the Clients
	Use existing/as-laid service drawings to help locate services
	Look for other evidence of services in the location i.e. BT boxes, Lamp columns, overhead for services etc
	Complete a scan of the area using a CAT4+ locator utilising a compatible Genny
	Use a trained operative that has cable avoidance training
	Complete trial holes to verify known services using insulated digging tools
	Utilise a banksman when using an Excavator close to the 500mm limit
	Use a Vac-ex whenever possible (Vac-ex only around HV Electric Mains)
	Demarcate/use signage to warn others of existing main services on site (pipelines/HV/High pressure Gas services etc)
	Backfill new services with plenty of clean sand (shingle around water main) Place the appropriate warning tape over a newly laid service
	Follow the service backfill procedures, place a vertical sleave over gas nipples, complete Reflow as-laid form HS25
OVERHEAD SERVICES	Contact asset owner for details on required safe distances for travelling or working under overhead services. (Your SHE Advisor will help with this)
	Set-up goalposts, flag bunting or clapper boards, warning signage & barriers to prevent vehicles travelling under unprotected 'no goalpost' areas
	Call the plant department to arrange for boom restrictors to be fitted to the excavator
	Utilise a banksman to guide Tipper lorries under overhead services when tipping material in their vicinity

Don't	
UNDERGROUND SERVICES	Excavate/break ground without completing a permit to dig/break ground first
	Allow an Excavator to dig within 500mm of a known service
	Allow an untrained operative to use cable avoidance equipment
	Use steel fence/road pins within 2m of a known service (Check client stipulations)
	Use an excavator around HV Electric services (Vac-ex only to be used)
	Backfill around services with anything other than clean sand (shingle for water mains)
	Be pressured into using an excavator to dig around services,
	Allow Vac-ex to use the suction hose as a digging tool
OVERHEAD SERVICES	Travel or work underneath overhead services without contacting the asset owner for guidance on working distances.
	Travel or work underneath overhead services without the correct installation of goalposts, warning signage.

Further Guidance
• Use in conjunction with risk assessments RA003 & RA011

Don't take risks

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