

APPENDIX C

Glossary of Terms/Definitions

For the purpose of the Common Ground Study, a common set of definitions were utilized. These definitions were arrived at through a consensus process, similar to the methodology used to identify the best practices.

Abandoned Line or Facility: Any underground or submerged line or facility no longer in use.

Alternative Dispute Resolutions (ADR): Any process or procedure other than litigation that is agreed to by the disputing parties as the means for resolving the dispute, and is binding or non-binding pursuant to the agreement by the disputing parties. ADR includes, but is not limited to, advisory boards, arbitration, mini-trials, mediation, partnering and standing neutrals.

Attribute: Characteristic that helps describe the data.

As-built Drawing: A detailed depiction of facilities as installed in the field.

Backfill: To fill the void created by excavating.

Business Day: Any day of the week except Saturday, Sunday and state and federal legal holidays.

Cathodic Protection: The process of arresting corrosion on a buried or submerged structure by electrically reversing the natural chemical reaction. This includes, but is not limited to, installation of a sacrificial anode bed, use of a rectifier based system, or any combination of these or other similar systems. Wiring is installed between the buried or submerged structure and all anodes and rectifiers; wiring is also installed to test stations which are used to measure the effectiveness of the cathodic protection system.

Compliance: Adherence to the statute and its regulations.

Damage: Any impact or exposure that results in the need to repair an underground facility due to a weakening or the partial or complete destruction of the facility, including, but not limited to, the protective coating, lateral support, cathodic protection or the housing for the line, device or facility.

Damage Reporting: The immediate reporting to a one-call center and the facility owner/operator of any damage made or discovered in the course of excavation or demolition work. To alert immediately the occupants of premises as to any emergency that such person may create or discover at or near such premises. Also, contact emergency responders, if necessary, as quickly as practical.

Demolition Work: The partial or complete destruction by any means of a structure served by, or adjacent, to an underground line or facility.

Designer: Any architect, engineer or other person who prepares or issues a drawing or blueprint for a construction or other project that requires excavation or demolition work.

Digital mapping data: Geospatial data that is in a format that the computer can recognize.

Emergency: A sudden or unforeseen occurrence involving a clear and imminent danger to life, health, or property; the interruption of essential utility services; or the blockage of transportation facilities that requires immediate action.

Emergency Notice: A communication to the one-call center to alert the involved underground facility owners/operators of the need to excavate due to a sudden or unforeseen occurrence, or national emergency, involving a clear and imminent danger to life, health, environment, or property (including the interruption of essential utility services or the blockage of transportation facilities) that requires immediate excavation.

Emergency Response: A facility owner/operator's response to an emergency notice.

Excavate or Excavation: Any operation using non-mechanical or mechanical equipment or explosives used in the movement of earth, rock or other material below existing grade. This includes, but is not limited to, augering, blasting, boring, digging, ditching, dredging, drilling, driving-in, grading, plowing-in, pulling-in, ripping, scraping, trenching, and tunneling.

Excavator: Any person proposing to or engaging in excavation or demolition work for himself or for another person.

Facility Owner/Operator: Any person, utility, municipality, authority, political subdivision or other person or entity who owns, operates or controls the operation of an underground line/facility.

Facility: An underground or submerged conductor, pipe or structure used in providing electric or communications service (including, but not limited to, traffic control loops and similar underground or submerged devices), or an underground or submerged pipe used in carrying, providing, or gathering gas, oil or oil product, sewage, storm drainage, water or other liquid service (including, but not limited to, irrigation systems), and appurtenances thereto.

Geospatial data: Data that identifies the geographic location and characteristics of natural or constructed features and boundaries on the earth.

Geographic Information System (GIS): An organized collection of computer hardware, software, and geographic data used to capture, store, update, maintain, analyze, and display all forms of geographically referenced information.

Global Positioning System (GPS): A system consisting of 25 satellites used to provide precise position, velocity and time information to users anywhere on earth. Location information can be received using a GPS receiver. The GPS receiver helps determine locations on the earth's surface by collecting signals from

three or more satellites through a process called triangulation. Simple and inexpensive hand-held receivers provide an accuracy of +/-100 meters of a true position. More sophisticated receivers that use additional technologies or post process the original GPS data can provide sub-meter accuracy.

Grade: The surface of the earth (i.e., ground level) upon which a structure is built or prepared.

Grounding Systems: A system of one or more ground conductors or ground rods providing a low resistance path to earth ground potential through a mechanical connection to structures, conductors and equipment.

Land base: Mapped data that depicts features of the surface of the earth and is tied to real-world geographic coordinates, such as latitude and longitude.

Latitude (Lat): Distance measured north or south of the equator.

Line: See definition for “Facility”.

Locate: To indicate the existence of a line or facility by establishing a mark through the use of stakes, paint or some other customary manner, that approximately determines the location of a line or facility.

Locate request: A communication between an excavator and one-call center personnel in which a request for locating underground facilities is processed.

Longitude (Long): Distance measured east or west from a reference meridian (Greenwich).

Marking Standards: The methods by which a facility owner/operator indicates its line or facility in accordance with the APWA guidelines.

Member database: Structured collection of data defined for a particular use, user, system, or program; it may be sequential, network, hierarchical, relational, or semantic

Membership: Persons who participate voluntarily in a one-call notification center because they have an interest in the protection of lines or facilities, or because they have a statutory responsibility to protect lines or facilities.

Minor or Routine Maintenance of Transportation Facilities: The adding of granular material to unpaved roads, road shoulders, airport runways, airport taxiways, and railroad roadbeds; removal and application of patches to the surface of paved roads runways and taxiways; road, airport and canal lock facility crack or joint cleaning and sealing; replacing railroad ties and related appliances excluding road crossings; adjusting ballast on top of railroad roadbed; cleaning of paved drainage inlets and paved ditches or pipes.

Notice: The timely communication by the excavator/designer to the one-call center that alerts the involved underground facility owners/operators of the intent to excavate.

Notification Period: The time beginning when notice is given and ending when the work may begin.

One-Call Notification Center: An entity that administers a system through which a person can notify owners/operators of lines or facilities of proposed excavations.

Orthophoto: An aerial photograph of a site which has been differentially rectified to correct the distortion caused by the terrain and attitude (tip, tilt and yaw) of the camera. A multicolored, distortion-free, photographic image.

Person: Any individual or legal entity, public or private.

Planning: An activity at the beginning of a project where information is gathered and decisions are made regarding the route or location of a proposed excavation based on constraints including the locations of existing facilities, anticipated conflicts and the relative costs of relocating existing facilities or more expensive construction for the proposed facility.

Plat: A map or representation on paper of a piece of land subdivided into lots, with streets, alleys, etc., usually drawn to a scale.

Positive Response: Communication with the excavator, prior to excavation, to ensure that all contacted (typically via the one-call centers) owner/operators have located their underground facilities and have appropriately marked any potential conflicts with the areas of planned excavation.

Pre-Marking or Positive Site Identification: The marking of the proposed excavation site/work area consistent with APWA guidelines.

Subsurface Utility Engineering (SUE): An engineering process for accurately identifying the quality of underground utility information needed for excavation plans and for acquiring and managing that level of information during the development of a project.

Test Holes: Exposure of a facility by safe excavation practices used to ascertain the precise horizontal and vertical position of underground lines or facilities.

Tolerance Zone: The space in which a line or facility is located, and in which special care is to be taken.