

# Guidance for IPLDPRs Contravention Reporting 2020

Reporting contraventions of the International and Interprovincial Power Line Damage Prevention Regulations (IPLDPRs). Please fill out each section applicable to the contravention reported.

\*Required information

## Company Contact

Please enter the contact information at the reporting company

1. First name \*

2. Last name \*

3. Company name - Enter the name of the certificate holder, company that owns the facility or operates the power line where the event occurred \*

4. Company street address \*

5. City \*

6. Province \* select one

- Alberta
- British Columbia
- Manitoba
- New Brunswick
- Newfoundland and Labrador
- Nova Scotia
- Ontario
- Prince Edward Island
- Quebec
- Saskatchewan
- Northwest Territories
- Nunavut
- Yukon Territories

7. Postal Code

8. Work phone number \*

- 9. Extension
- 10. Work cell phone
- 11. Email address \*

## Contraventions

### Instructions

Select the event type category(s) that apply to the event being reported. You can check all of the types that apply within the category of Contraventions and Damage to Power line infrastructure.

One event may include multiple related contraventions reportable on one form, however each event (different days, parties, locations) must be reported separately.

The International and Interprovincial Power Line Damage Prevention Regulations - Authorizations (IPLDPR-A) and the International and Interprovincial Power Line Damage Prevention Regulations – Obligations of Holders and Permits and Certificates (IPLDPR-O) can be found at: <https://lawslois.justice.gc.ca/eng/regulations/SOR-2019-347/page-1.html> (<https://laws-lois.justice.gc.ca/eng/regulations/SOR-2019-347/page-1.html> ) and <https://laws-lois.justice.gc.ca/eng/regulations/SOR-2020-49/>.

12. Select all of the regulations that apply to this event \*

- Canadian Energy Regulator Act (CER Act)
- IPLDPR-Authorizations
- IPLDPR - Obligations of Holders

13. What type of infrastructure was impacted? (select all that apply) \*

- Underground power line
- Overhead power line
- Above grade facilities (Not buried, but not overhead. Any other infrastructure associated with the power line in the prescribed area. Can include structure/stations etc.)
- Other

14. What event types are you reporting (select all that apply) \*

- Ground disturbance within the prescribed area
- Construction of a facility across, on, along or under an international or interprovincial power line
- Vehicle crossing across an international or interprovincial power line

***Ground Disturbance within the prescribed area***

15. Did the event involve cultivation to a depth of 45 cm or more, or any other activity to a depth of 30 cm or more, or did it result in reduction in earth cover over an underground line? (Meeting the definition of ground disturbance in the CER Act and s. 3 of the IPLDPR- Authorizations) \*

Yes

No

16. Type of activity that caused the ground disturbance \*

Excavation to install a new facility

Excavation to maintain an existing facility

Landscaping/ stump removal/vegetation management

Rutting

Drilling/boring

Grading/ levelling

Drainage/ ditch clearing

Cultivation to a depth of 45 cm or more

Unknown

Other

17. Provide details \*

18. Type of equipment that caused the ground disturbance \*

Excavator/backhoe

Hand digging

Post pounder

Auger digger

Dozer/ skidsteer/ loader

Trencher

Hydrovac

Unknown

Other

19. Distance from the physical power line? (metres - less than 1 m should be expressed as decimal value eg. .65m) \*

20. Depth of the activity (metres) \*

21. Depth of the earth cover over the power line prior to the activity (metres) \*

22. Did the activity result in a reduction of earth cover over the power line? \*

- Yes
- No

23. Did the activity result in a reduction in ground to wire clearance?

- Yes
- No

24. Did a person that engaged in an activity that caused a ground disturbance make a locate request to the one-call centre in accordance with section 5 of IPLDPR-A\*

- Yes
- No

25. One-call ticket number

26. Did a person engaged in the activity obtain from the holder the information that is referred to in s.4(a) and (c) of the IPLDPR-O?

- Yes
- No

27. Was the regulated facility located and marked prior to the ground disturbance? \*

- Yes
- No

28. Did the person that engaged in the activity that caused the ground disturbance comply with the measures set out in paragraph 8(3)(a) to (d) of the IPLDPR-A?

- Yes
- No

29. Select the measures not complied with (select all that apply)

8(3)(a) ensure that the activity is carried out in accordance with the conditions set out in the holder's authorization

8(3)(b) ensure that there is no additional earth or other material within the prescribed area that could reduce the ground to conductor clearance of the overhead line

8(3)(c) immediately notify the holder of any contact with any underground portion of the holder's international or interprovincial power line

8(3)(d) notify the holder at least 24 hours before backfilling over any underground portion of the holder's international or interprovincial power line that is exposed, unless the holder and the person that is engaged in the activity agree otherwise

***Construction of a Facility across, on, along or under an international or interprovincial power line***

30. Does this event involve the construction of a facility across, on, along or under a international or interprovincial power line rightof way? \*

Yes

No

31. Provide details \*

32. Distance from the power line (metres) \*

33. Type of facility constructed \*

Structure

Railway

Irrigation ditch/ drain / drainage ditch/ sewer

Dike / berm

Overhead line (communications or power line of any type)

Buried line (communications or power line of any type)

Pipe for the transmission of hydrocarbons or any other substance

Other (explain)

34. Did the constructed facility reduce the ground to wire clearance? \*

Yes

No

35. Did the person that constructed the facility obtain the company's written authorization prior to commencing the activity? \*

Yes

No

36. Did a person engaged in the activity obtain from the company the information that is referred to in s.4(a) and (c) of the IPLDPR-Obligations of Holders? \*

Yes

No

37. Did a person that undertook the construction of a facility comply with the measures

referred to in s.7(1)(d) and 7(3) of the IPLDPR- Authorizations? \*

- Yes
- No

38. Select the measures that were not complied with \*

- 7(1)(d)(i) complies with the conditions set out in the authorization
- 7(1)(d)(ii) in respect of overhead crossings, ensures that the construction is designed and executed in accordance with CSA Group standard C22.3 No. 1, Overhead systems, as amended from time to time
- 7(1)(d)(iii) in respect of underground crossings, ensures that the construction is designed and executed in accordance with CSA Group standard C22.3 No. 7, Underground systems, as amended from time to time
- 7(3) Any person that is undertaking the construction of a facility must ensure that the construction is carried out in accordance with the technical details that are set out in the person's request for authorization and that have been accepted by the holder, as well as with the conditions set out in the holder's authorization

**Contact or Damage**

39. Was the power line contacted or damaged? \*

- Yes
- No

40. Does the company have any immediate concerns for the safety of persons, the safety of the international or interprovincial power line's **safety, security or reliability** or the protection of property or the environment? \*

- Yes
- No

41. Describe the immediate concerns \*

42. Was there damage to the sheath or coating? \*

- Yes
- No

43. Was there damage to the physical line? (cannot restore without replacing the power line) \*

Yes

No

44. Provide a description of the contact with or damage to the power line, including any testing and results (if applicable), available dimensions and interactions with other features (if applicable)

45. Has the damage been mitigated? \*

Mitigation has been completed

Mitigation to be done

Mitigation not required

46. Specify what measures were taken to mitigate the damage \*

47. Provide a mitigation plan with timelines \*

### ***Injuries***

48. Were there any injuries as a result of the contact with the power line? \*

Yes

No

49. Provide details \*

50. Were there any fatalities as a result of the contact with the power line? \*

Yes

No

51. Provide details \*

### **Date and time of Discovery of the contravention**

Please enter the information on when the event occurred and when was it discovered.

52. Enter the date the event was first discovered \* dd/mm/yyyy

53. Time discovered (00:00 - 23:59) \*

54. Enter the date the event occurred

- Same as discovered
- Other
- Unknown

55. Enter the date the event occurred

56. Time occurred (00:00 - 23:59)

## Event Location

Please enter the information on the location of the affected infrastructure and the prescribed area.

57. Province \*

- Alberta
- British Columbia
- Manitoba
- New Brunswick
- Newfoundland and Labrador
- Nova Scotia
- Ontario
- Prince Edward Island
- Quebec
- Saskatchewan
- Northwest Territories
- Nunavut
- Yukon Territories

58. Street address - if applicable

59. City or nearest populated center \*

60. Enter any other information that helps to describe this location

61. Select the applicable land use at this location

- Barren land
- Vegetative barren
- Shrub land



- Forests
- Agricultural crop land
- Ranch land
- Mountainous
- Water/wetlands
- Tundra/ native prairie/ parks
- Indigenous lands
- Developed land - industrial
- Developed land - small commercial
- Developed land residential

62. UTM location

63. Structure number (if applicable)

## Facility Information

If there is more than one power line at this location, select the one where the event originated or the one that you consider most relevant to this event.

64. Enter the name of the power line and the certificate or permit number where the event occurred:

65. Voltage rating

66. Power line length

## Method of Discovery

How was the event/contravention discovered and by which party?

67. Who discovered the event? \*

- First party - the power line company
- Second party - a contractor to the power line company
- Third party - no connection to the power line company

68. Method of discovery \*

- Site visit
- Ground patrol

- Aerial patrol
- Other

69. Was the presence of a power line reasonably evident to the public? \*

- Yes
- No

70. How was the presence of the power line evident?

- Towers/poles in line of sight < 20m away
- Towers/poles in line of sight > 20m away
- Station fencing and signage in line of sight
- Pedestal/DC < 20m away (buried cable)
- Pedestal/DC > 20m away (buried cable)
- Aerial markers on conductor
- Other

## Circumstances of the Event

71. Provide a complete description of the circumstances leading up to and resulting from the event, including:

- any immediate hazards and mitigation being implemented
- any consequences on the power line, property & environment \*

72. Did the event result in an interruption of power? \*

- Yes
- No

73. How long was the interruption of power? hh:mm \*

74. Describe all actions planned or taken to address the consequences. \*

## Parties Involved

Information on the party/parties that undertook an activity that contravened the CER Act or the IPLDPRs.

75. Party type involved in the contravention

- First party - the power line company
- Second party - contractor working for the power line company

Third party - no connection to the power line company

76. Party's role in the contravention

Ground disturber

Facility constructor

Vehicle or mobile equipment operator

Damaging party

Other

77. Is this a repeat contravention for the party?

Yes

No

78. Provide the date, contravention file number and brief description of all previous contraventions

79. Name

80. Company (if applicable)

81. Were there additional parties involved in the contravention? - may include the project owner if the requirement in the IPLDPR-A s.6 Duty to Inform was contravened

Yes

No

82. Additional party role

Project owner

Ground disturber

Facility constructor

Vehicle or mobile equipment operator

Damaging party

Other

83. Additional party name

84. Has the holder advised the party(s) that a report of the contravention has been provided to the CER?

Yes

No

## Immediate Causes

Check all that apply

### 85. Notification issue (Ground disturbance only)

- No notification made to One Call Centre
- Insufficient or incorrect notification made to One Call Centre
- One Call Centre Error

### 86. Locate issue

- No response from power line company / contract locator
- Inadequate response from power line company / contract locator
- Locate marks faded, lost, damaged or not maintained
- Site marked but incomplete at activity location
- Facility not marked due to locator error
- Facility marked inaccurately due to locator error
- Facility marked inaccurately due to area described on one call centre ticket

### 87. Written authorization issue

- Failure to obtain written authorization
- Failure to issue written authorization
- Failure to comply with written authorization

### 88. Excavation issue (Ground disturbance only)

- Improper excavation practice
- Failure to maintain clearance
- Excavator dug prior to valid start/ end time
- Excavator dug after valid one call ticket expired
- Excavator dug prior to verifying marks by test hole/ daylight
- Excavator dug outside area described on one call ticket
- Excavator failed to protect/ shore/ support facilities
- Improper backfilling

### 89. Historical damage (cause unknown)

Provide justification for the causes selected as well as any additional details or

explanation that would help the CER to better understand the immediate causes of this event

## Basic Causes

Basic causes in relation to the contravener's actions

Check all that apply

### 90. Inadequate planning/preparation factors

- Inadequate identification and evaluation of loss exposures
- Inadequate assessment of needs and risks
- Inadequate assessment of operational issues
- Inadequate consideration of human factors or ergonomics
- Inadequate evaluation of changes
- Inadequate monitoring of initial operation
- Inadequate or improper controls
- Inadequate orientation and/ or training
- Inadequate matching of individual qualifications and job or task requirements

### 91. Inadequate tools or equipment

- Inadequate adjustment or repair or maintenance
- Inadequate availability
- Inadequate removal and replacement of unsuitable items
- Inadequate salvage and reclamation
- Inadequate standards or specifications

### 92. Inadequate communications factors

- Inadequate communication between project owner and ground disturber
- Inadequate communication between project owner and facility constructor
- Inadequate communication between power line company and parties involved
- Inadequate horizontal communication between peers
- Inadequate vertical communication between supervisor and person
- Incorrect instructions
- Language barrier

## Preventive and Corrective Actions

Actions taken at the event site to remove or control the causes in order to eliminate the hazard

and minimize the associated risk.

### 93. Corrective actions taken

- No corrective actions taken
- Notification made to One Call Centre
- Power line located
- Written authorization issued onsite
- Locate marks repaired, reinstalled or maintained
- Implementation of site access restrictions
- Written notification affixed to unmanned onsite equipment
- Signage installed
- Review written authorization with all parties
- Review power line company damage prevention materials with all parties
- Provide power line company damage prevention materials to all parties
- Competency assessment, training and/ or retraining for power line company staff involved in the event
- Correct role responsibilities for those power line company staff involved in the event
- Create new policy, standard, procedure or instruction
- Increase inspection/ review frequency for the specific material or practice involved in the event
- Modify schedule/ plan
- Review information that clearly explains the significance of locate markings with all parties
- Review safety practices with all parties
- Worker specific action

### 94. Tier 1 Preventive Actions

- No tier 1 preventive actions taken
- Event data included in holistic analysis to determine if company-wide processes or procedures require modification
- Local/ regional communication to power line company staff
- Competency assessment, training and/ or retraining at more than one location
- Correct role responsibilities at more than one location
- Increase inspection/ review frequency at more than one location
- New policy/ standard/ procedure/ instruction at more than one location
- Update policy/ standard/ procedure/ instruction at more than one location

- Repair/ replacement at more than one location
- Schedule/ plan modification at more than one location
- Power line company follow up conducted with all parties to review how to work safely around power lines

95. Tier 2 Preventive Actions taken

- No tier 2 actions taken
- Modify and implement company-wide/system-wide processes or procedures for awareness/communication of key information
- Modify and implement company-wide/system-wide processes or procedures for control and management of documentation/records including policy/ standard/ procedure/ instruction
- Modify and implement company-wide/system-wide processes or procedures for control of identified hazards
- Modify and implement company-wide/system-wide processes or procedures for developing competency requirements, training programs, and verification of competency
- Modify and implement company-wide/system-wide processes or procedures for hazard identification or risk assessment
- Staff or internal communication across company/system