

**UTILITIES POLICY VARIANCE FORM**

<b>PROJECT NAME</b>	
<b>DATE</b>	

		<b>YES</b>	<b>NO</b>
1.	Have all aspects of the work been examined to determine if hand digging / hydro-excavating can be used to perform the work?		
2.	Has the utility owner been asked to move / relocate the line prior to starting work?		
3.	Has the utility owner been contacted to de-energize the utility?		
4.	Has a verification (lockout / tag out) method been established with the utility owner to ensure they have properly de-energized the line? (Verbal notification is not acceptable)		
5.	Has the crew been trained on the variance and do they understand how it is to be followed in the field?		
6.	Is the spotter competent? Do they understand their job?		
7.	Will guarding / shielding be used to protect the utility?		

**VARIANCE REQUESTED**

Why is variance needed and why does it make sense:

Why can't the policy be followed:

Date(s) operation is expected to last:

**WORK AREA**

Description of work being performed:

Specific Work Area (Variance only for specific area. Not to be used for other areas on site):

UAP the variance is tied to:

**PRECAUTIONS**

How will operation be performed safely:

How will you ensure a utility strike or damage to the utility will not occur:

**SIGNATURES**

Superintendent:	Date:
Project Manager:	Date:
Safety Manager <i>(If applicable)</i> :	Date:

**APPROVAL – attach written approval**

Project Sponsor or Designee Name:	Date:
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