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**Service Strike Report**

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| **Operating Business** |  | **Development** |  |

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| Site name and address (Include the name of the closet town and county): |  |
| Date and time of incident: |  |
| Site Manager’s name:  Phone number: |  |
| Groundworks Company: |  |
| Groundworks Supervisor: |  |
| Location of strike (include closest plot number and a brief description. |  |
| Permit to Dig/break ground issued? |  |
| Investigation carried out and by whom? |  |
| Further action required? (Yes/No): |  |
| Follow-up action completed on: |  |

**Environment of the works (tick one section only)**

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| **Type** | **Description** | **Tick** |
| Inner City | A typically highly congested area in the middle of a  city |  |
| Suburbs | The outer reaches of a City |  |
| Town | A typical town environment |  |
| Village | A typical village environment |  |
| Urban/Industrial | An urban or industrial area out of town, such as a Business Park, where services are likely to be less congested |  |
| Rural | A typical rural setting |  |
| Other | Including other environments such as a airports, barracks, hospitals etc. |  |

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| **Location type** | **Description** | **Tick** |
| Roadways/carriage ways | A constructed surface used by motor vehicles |  |
| Footpath | A constructed surface used for walking by pedestrians |  |
| Garden | Front or rear |  |
| Driveway | A vehicular access to a house |  |
| Private Land/Field | An enclosed area of land predominantly in agricultural use |  |
| Car Park | An area dedicated to vehicle parking |  |
| Unmade ground | An unconstructed/temporary surface used for vehicular access or parking |  |
| Verge | A grassed area located adjacent to footpath or carriageway |  |
| Watercourse | Any watercourse including rivers, streams, ditches etc and their banks |  |
| No location recorded | Location not reported |  |

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| **Asset Damaged** | **Description** | **Tick** |
| Elec – LV (<1000) | An electrical service cable carrying a load of up to 1000v not including street lighting cables |  |
| Elec – HV (>1000) | An electrical service cable carrying a load above 1000v |  |
| Elec – Street Lighting Cable | A cable supplying electricity to street lighting columns |  |
| Gas – LP (<7bar) | A gas pipe which operates up to a pressure of 7 bar |  |
| Gas – HP (>7bar) | A gas pipe which operates over a pressure of 7 bar |  |
| Pipeline | A pipe that conveys fuel e.g. oil |  |
| Telecom – Copper | A telecommunication cable |  |
| Telecom – Fibre | A telecommunication fibre optic cable |  |
| Sewer/Drainage | A pipe that conveys waste, surface or combined water flows |  |
| Water | A water pipe that conveys potable or raw water |  |

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| **Asset Type** | **Description** | **Tick** |
| Main | An underground principal utility |  |
| Service | An underground supply from the principal utility to the end user |  |
| Overhead | Any service suspended on pylons, poles, etc. |  |

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| Was the service  interrupted? | **Y/N** |
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**Severity of the Strike (tick one section only)**

If any classification of the strikes is in a more serious classification then the highest classification should be used. For example, if no injuries (LOW) but major delays (HIGH) then it should be classified as HIGH. In the description box delete anything that is not applicable.

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| **Type** | **Description** | **Tick** |
| Low | None/Minor injuries  None/Minor delays or disruption incurred  No interruption to supply |  |
| Medium | Reportable injury  Significant delays or disruption incurred  Minor interruption to supply |  |
| High | Serious/fatal injuries  Major delays or disruption incurred  Threat to public safety  Media coverage  Significant interruption to supply |  |

**Cause of the damage – planning (tick one section only)**

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| **Type** | **Description** | **Tick** |
| Insufficient competency | Insufficient competency, including training and experience |  |
| Insufficient gang skills | Insufficient skills of gang chosen |  |
| Insufficient scheduling | Insufficient scheduling of activities |  |
| Assets not on relevant plans | Plans of relevant utility did not show utility asset damaged |  |
| Plan of damaged asset not present | Plans of utility damaged not present |  |
| Inaccuracy of plans | Utility asset damaged not shown correctly on plans on site |  |
| Inadequate assessment of works | Insufficient assessment of works required including not  sufficient equipment provided etc. |  |
| Insufficient time allowed | Insufficient time allowed to complete works in given timeframe |  |
| Inadequate survey | Survey practices not sufficient |  |

**Cause of damage – execution (tick one section only)**

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| **Type** | **Description** | **Tick** |
| Insufficient survey practices (use of location equipment) | Inadequate use of locating equipment |  |
| Misuse of tools/equipment | Inappropriate/misuse of plant, tools or equipment |  |
| Not following procedure | Identified that Company Procedures were not being fully followed by individual or by group |  |
| Inattention/lack of awareness | Followed Company Procedures but adjudged as human error |  |
| Clearance not maintained | Recommended HSG47 guidelines separation distance between plant and utility not followed |  |
| Inadequate workplace environment | Congested or poorly laid out workplace environment (not relating to density of services) including congested or restricted motion or inadequate or excessive illumination |  |
| Service markup not maintained | Marks identified utility location taken out during excavation and not re-marked |  |
| Inadequate trench support | Trench not properly supported or trench support causing damage to utility |  |
| Inadequate backfilling | Backfilling of excavation/trench causing damage to utility |  |
| Excavation practices not sufficient | No or inadequate development/implementation/enforcement of Safe System of Work |  |
| No Protective Systems | No or inadequate guards or protective systems |  |
| Lack of supervision | For non-use of a banksman or similar |  |

**Equipment used (tick one section only)**

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| **Type** | **Description** | **Tick** |
| Breaker/Jackhammer | A handheld pneumatic or electromechanical tool used to break up hard surfaces e.g., concrete, pavements, road surfaces |  |
| Drilling/Mailing/Piling | Method of construction being used |  |
| Excavator | Tracked or wheeled mechanical plant above 5T using a bucket or similar attachment fixed to a boom to carry out excavation activity |  |
| Hand tool | A handheld tool to excavate e.g. graft, spade, shovel |  |
| Micro/narrow trenching | An excavation process used to excavate a narrow trench to lay assets (predominantly fibre) in the ground |  |
| Mini digger (up to 5T) | A small excavator less than 5T |  |
| No equipment involved | Reported incident caused by no equipment e.g. falling spoil/material |  |
| Roller | Plant used to compact backfill material |  |
| Saw | Plant used to cut through footpath/carriageway surface e.g. stihl saw, road saw |  |
| Vacuum excavator | Plant used to remove granular material from trenches and around pipes and cables by use of powerful suction |  |
| Other/Not recorded | Incident with either bespoke/non-standard equipment or no equipment reported |  |

**Nature of the works (tick one section only)**

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| **Type** | **Description** | **Tick** |
| Planned | Works that have been planned/scheduled in advance |  |
| Unplanned/reactive | Works of an urgent nature – potholes, leaks etc to restore service to meet customer service targets etc. |  |
| Emergency | Works that needs to be done immediately to repair damaged services in order to prevent continuing risk to health and safety either directly, such as stopping a gas leak, or indirectly where restoring power to traffic signals at a major junction. It does not mean restoration of services to meet customer service targets. (Definition as per HSG47) |  |

**Excavator Group (Who Struck the service) (tick one section only)**

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| **Type** | **Tick** |
| Sub-contractor |  |
| Contractor (PC) |  |
| Developer |  |
| Other |  |

**Survey level (tick one section only)**

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| **Type** | **Description** | **Tick** |
| Type D | Desktop records utility search e.g. identify known utility owners within the specified survey area, request asset information from identified utility owners, collate all data on utility owners and their assets together onto one drawing (in accordance with PAS128) |  |
| Type C | Site reconnaissance by a surveyor to identify physical features that support the existence of utilities within the survey area e.g. existing street furniture, reinstatement scars (in accordance with PAS128) |  |
| Type B | Geographical techniques to detect and identify utilities within the survey area using a minimum of two techniques e.g. ground penetrating radar (GPR), electromagnetic locating (EML) or radio frequency detection (CAT and genny) (in accordance with PAS128) |  |
| Type A | Verification comprising exposing the utility within the survey area to confirm and record the location and other attribute data using safe digging practices e.g. lifting manhole cover, hand dug trial holes etc. (in accordance with PAS128) |  |
| Non PAS128 | A type of search not in accordance with PAS128 |  |

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| **Additional information** |  |

**Service age (tick one section only)**

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| Type | **Tick** |
| Existing |  |
| New |  |
| Unknown |  |

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| **Action taken following the service strike to prevent recurrence** |  |

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| **Form completed by** |  | **Date** |  |