



UTILITY DAMAGE INVESTIGATION

Location Equipment Information			
If no then comments must be made:			
Was CAT available	Yes	No	
CAT Serial Number			
CAT calibration due.			
Was Genny available	Yes	No	
Genny Serial Number			
Genny calibration due.			
Was CAT functioning correctly	Yes	No	
Was Genny functioning correctly	Yes	No	
Survey- Prior and During Operations			
If no then comments must be made:			
Was CAT survey completed prior to works commencing	Yes	No	
Was CAT used in conjunction with Genny.	Yes	No	
Were plans available and used with CAT and Genny	Yes	No	
Were all located utilities marked prior to excavation	Yes	No	
Was the CAT used during excavation	Yes	No	
What depth was the CAT used during excavation			
Which operative completed the CAT/Genny Survey			
What modes were utilised during CAT survey e.g Radio			
During investigation did site manager confirm location of apparatus by conducting his own survey (what were the results)	Date	Time	Results
Operation/ Excavation			
Comments must be made where applicable: PHOTOGRAPHS REQUIRED			
Was all underground plant located and marked by survey	Yes	No	
Was plant located within 500mm of surface	Yes	No	
Was mechanical excavation used	Yes	No	
Which operative was excavating			
If mechanical plant was used, who was the operator			
If hand excavation, what tools were used and by whom			
Was all relevant PPE worn	Yes	No	
Details of PPE Worn			
Was the utility damage avoidable?	Avoidable	Unavoidable	
Reason			



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Any further comments including previous damage history to the same location or different locations?

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Cause Analysis

Immediate Cause

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Contributory Causes

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Root Cause(s)

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Action Taken- Corrective Action and Preventative Measures.

Action	Owner	Date Required	Completed	Confirmed Completed

Check List- The form must not be accepted without the following (list documents attached by reference)

Utility plans attached	
Risk assessment attached	
Photographs of damaged utility	
Photographs of mark up	

Signatures.

	Name	Date	Signature
Team Leader/supervisor			
Site / Team Manager			
Operations Manager			
Administrator			