



STATE OF CONNECTICUT

PUBLIC UTILITIES REGULATORY AUTHORITY

From: Daniel Nivison
To: All Utilities
Date: December 13, 2017
Re: Changes in reporting requirements for underground utility damages and violations of Connecticut Call Before You Dig laws

The Regulations of Connecticut State Agencies (Conn. Agencies Regs.) require that underground utility damages and violations of the Connecticut damage prevention regulations be reported to the Central Clearinghouse.

Sec. 16-345-3. Responsibilities of public utilities

(a) Each public utility shall:

(3) Report to the central clearinghouse, in accordance with the requirements established by the Authority, any excavation or demolition of which it is aware which has occurred at or near any of its facilities in violation of sections 16-345-1 to 16-345-9, inclusive, of the Regulations of Connecticut State Agencies or Chapter 293 of the Connecticut General Statutes;

(4) Report to the central clearinghouse, in accordance with the requirements established by the Authority, any damage to the utility's underground facilities which resulted from, or which the public utility suspects resulted from any excavation or demolition conducted by any excavator;

In accordance with Conn. Agencies Regs. §§16-345-3(a)(3) and 16-345-3(a)(4), PURA is making changes to the requirements for filing reports.

The Call Before You Dig (CBYD) Damage Reporting Committee, in conjunction with PelicanCorp, has developed a new reporting tool, DamageAccess. This new reporting tool will gather data electronically and the data will be more detailed. This new reporting system will be the required reporting mechanism starting on January 1, 2018.

For damages or violations occurring **BEFORE** January 1, 2018:

- Submit via the current process, either paper forms via mail or existing report form on www.CBYD.com.
- These processes will be available until March 1, 2018. All reports of violations occurring before January 1, 2018 **MUST** be filed by March 1, 2018.

For damages or violations occurring on or **AFTER** January 1, 2018:

- The report of the damage or violation **MUST** be submitted using the new DamageAccess reporting system on the CBYD website.

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- Paper copies of reports that are sent to CBYD will be returned to the utility with a directive to re-submit using the DamageAccess reporting system.
- The reports are required by law to be complete and accurate. Reports will be rejected by PURA if there is incorrect, missing or insufficient information.
- Reports must be filed **no later than 30 days** from the date of damage or violation. Civil penalties may be assessed for reports that are filed late.
- The DamageAccess system will be accessible from www.CBYD.com starting on January 1, 2018. A user guide will be available for detailed instructions on how to use the system.

PURA, CBYD and PelicanCorp are committed to a smooth transition to the new reporting system. For questions or support, contact:

- PURA: Daniel Nivison (860) 827-2780 daniel.nivison@ct.gov
- CBYD: Anthony Willemain (203) 248-5502 anthony.willemain@pelicancorp.com

Please forward this memo to all personnel within your organization who complete these reports.