Manual for Reporting Incidents Involving Damage to Underground Facilities

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Gas Safety & Operations Division

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Introduction

Public Act 174 of 2013, MISS DIG Underground Damage Prevention and Safety Act (PA 174), requires that the Michigan Public Service Commission (MPSC) establish requirements for reporting incidents involving excavation damage to underground facilities as defined in PA 174[1]. The information that the MPSC collects includes standard industry damage data, data unique to PA 174, and data that will assist in management of the data collection process. This data includes individuals involved in the damage and submission of information, date and location of the damage, facility and operation information, excavation information, notification and marking information, downtime, description of damages, and root cause.

Overview

Beginning June 15, 2015, facility owners or operators are required to file data involving damage to underground facilities with the MPSC. All underground facility damages should be reported, including those which occurred during excavation performed by direct employees and contractors. Damage data will be collected on a quarterly basis by the 15th day of the second month following each quarter as follows:

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[1] PA 174 Defines facilities as follows:

460.723(o) "Facility" or "underground facility" means an underground or submerged conductor, pipe, or structure, including, but not limited to, a conduit, duct, line, pipe, wire, or other device and its appurtenances used to produce, store, transmit, or distribute a utility service, including communications, data, cable television, electricity, heat, natural or manufactured gas, oil, petroleum products, steam, sewage, video, water, and other similar substances, including environmental contaminates or hazardous waste.

Reporting Period	Due Date
First Quarter	May 15
Second Quarter	August 15
Third Quarter	November 15
Fourth Quarter	February 15

The excavation damage data shall be submitted through the MPSC Pipeline Safety Community portal (Community portal). The data shall be submitted electronically in a CSV file or individually through the Community portal using the Enter Damage Record(s) submission form. Reporting periods with no damages to report shall be submitted through the Community portal using the Create No Damages Record submission form. The CSV template for submitting data is available for download in the Community portal, or on the MPSC Safe Digging website, https://www.michigan.gov/mpsc/regulatory/damage-prevention. This manual will assist an operator or owner in obtaining a CompanyID, establishing Community portal users, and generating the quarterly underground facility damage report in a CSV file format. Companies may submit data via email to LARA-MPSC-Operations@michigan.gov prior to users being onboarded into the Community portal for data submissions. Once a company has access to submitting data through the Community portal, email submissions of data should no longer be sent.

How To Obtain a Self-Reporting Company ID

To initiate this process, a facility owner/operator must obtain a Self-Reporting Company ID. Company information is needed to generate this ID in the database. An electronic Damage Prevention Contact Information form is available on the MPSC Safe Digging website, https://www.michigan.gov/mpsc/regulatory/damage-prevention. Complete and submit the form to CreisherC@michigan.gov. When completing the form, a Company Official, Damage Prevention Primary Contact, Compliance Contact, and up to two Community Users must be provided. The company official is the company officer of a private company or chief executive officer of a locality to which any notifications or written correspondence related to compliance will be directed. The damage prevention primary contact information provided will be used for communications related to complaints and damage prevention inquiries. The compliance contact is the primary point of contact for compliance issues and investigations. The community user has access to the MPSC Pipeline Safety Community for data reporting. A Self-Reporting Company ID will be assigned once the completed form is provided to the MPSC. This Self-Reporting Company ID will be emailed to you and is to be included on all damage data

submitted. For facility owner/facility operators who have multiple offices throughout the State, it is requested that you submit your damage data collectively.

Facility owner/operators are requested to resubmit the Damage Prevention Contact Information form when updates to the contacts are required.

Excavation Damage Data Reporting Process

1. If applicable, submit a Damage Prevention Contact Information form to obtain a Self-Reporting Company ID and to add or update users.

2. Log onto MiLogin for Business and choose the MPSC Pipeline Safety Community portal. MiLogin Instructions for Creating an MPSC Pipeline Safety Account is available on the MPSC Safe Digging website, https://www.michigan.gov/mpsc/regulatory/damage-prevention.

3. Submit CSV file with quarterly damage data or individually Enter Damage Record(s) in the Community portal. The CSV template is available for download in the Community portal or on the MPSC Safe Digging website, https://www.michigan.gov/mpsc/regulatory/damage-prevention.

4. If there are no damages during the reporting period, Create No Damages Record in the Community portal.

5. Companies may submit data via email prior to users being onboarded into the Community portal; CSV files or an email stating that there were no damages to report for the specific quarter may be submitted by emailing LARA-MPSC-Operations@michigan.gov.

6. More detailed instructions on how to submit data are available in the Community Instructions available on the Help page in the Community portal. Please note, it is preferred to submit data through the Community portal. If there are questions, concerns, or issues, please contact Cindy Creisher at creisherc@michigan.gov.

CSV File Preparation Information

Below are the necessary columns for the CSV file. All columns must be included in the CSV file. Numeric columns must not contain comma-formatting or currency formatting. Any commas included in text fields will be removed during the upload process (e.g. "MPSC Excavating, LLC" will be uploaded as "MPSC Excavating LLC"). For data types listed as Picklist, the record entry is restricted to the allowable IDs, abbreviations, and descriptions as detailed in the field-specific tables below. Note that Picklist data types must match the allowable IDs, abbreviations, or descriptions exactly with no typos or extra spaces. Refer to the CGA DIRT User's Guide for additional guidance on data field values.

Column Heading (Current)	Column Heading (Previous)	Data Type
SELF_REPORTING_COMPANY_	CompanyID	Number (6)
SUBMIT_INDUSTRY	SubmitIndustry	Picklist
SUBMITTING_PERSON	SubmittingPerson	Text (80)
EVENT_TYPE	TypeOfEvent	Picklist
DATE_OF_DAMAGE	EventDate	Date
ADDRESS	Address	Text (100)
INTERSECTION	NearestIntersection	Text (100)
CITY	City	Text (50)
STATE_PROV	State	Picklist
ZIP_CODE	Zip	Number (5)
COUNTY	County	Picklist
LATITUDE	Latitude	Text (30)
LONGITUDE	Longitude	Text (30)
RIGHTOFWAY_TYPE	ROWWhereOccurred	Picklist
OPERATION_AFFECTED	OperationAffected	Picklist
CROSS_BORE	CrossBore	Picklist
DEPTH_FROM_GRADE	DepthFromGrade	Picklist
FACILITY_AFFECTED	FacilityAffected	Picklist
JOINT_TRENCH	JointTrench	Picklist
ONE_CALL_MEMBER	MemberOfOneCallCenter	Picklist
ONE_CALL_MEMBER_EXEMPT	MemberOfOneCallExempt	Picklist
EXCAVATOR_NAME*	ExcavatorName*	Text (80)
EXCAVATOR_TYPE	ExcavatorType	Picklist
EXCAVATION_EQUIPMENT	ExcavationEquipment	Picklist
WORK_PERFORMED	WorkType	Picklist
ONE_CALL_NOTIFIED	OneCallNotified	Picklist
TICKET_NUMBER	TicketNumber	Text (100)
LOCATOR_TYPE	LocatorType	Picklist
ACTIVITY_EXEMPT	ActivityOrExcavatorExempt	Picklist
WHITE_LINED	WhiteLined	Picklist
EXCAVATOR_DOWN	ExcavatorDowntime	Picklist

EXCAVATOR_DOWN_TIME	Downtime	Number
EXCAVATOR_DOWN_COST	EstDowntimeCost	Number
SERVICE_INTERRUPTION	InterruptionInService	Picklist
INTERRUPTION_DURATION	InterruptionDuration	Number
CUSTOMERS_AFFECTED	CustomersAffected	Number
COST_OF_DAMAGE	CostOfDamage	Number
ROOT_CAUSE	RootCause	Picklist
ROOT_CAUSE_OTHER_DESC	RootCauseOther	Text (255)
ADDITIONAL_COMMENTS	AdditionalComments	Long Text
STATE_EXEMPTION*	StateExemption*	Picklist

* = MPSC specific field that will not be found in the CGA DIRT User's Guide

SELF_REPORTING_COMPANY_ID:

MPSC assigned identification number must be requested prior to submission of data and shall be included in CSV file. The CSV file may only contain data for one Self-Reporting Company ID. If a user is submitting data for multiple accounts, the data must be in separate files to be uploaded to the associated accounts.

SUBMIT_INDUSTRY:

Industry that is submitting the excavation damage data. Must be one of the IDs, abbreviations, or full descriptions listed in the table of values supported by CGA-DIRT electronic data submission.

ID	Abbreviation	Description
4	ELEC	Electric
8	ENGR	Engineer/Design
12	MFGR	Equipment Manufacturer
16	EXCV	Excavator
32	LIQPIPE	Liquid Pipeline
28	LOCA	Locator
20	NATGAS	Natural Gas
40	PRVW	Private Water
44	PUBW	Public Works
48	RAIL	Railroad
52	ROAD	Road Builders
56	REGU	Federal/State Regulator
60	TELC	Telecommunications
99	UNKNOWN	Unknown/Other

SUBMITTING_PERSON:

This information is not published on the MPSC website but may be included in an information request.

Name of person that is submitting the excavation damage data. The reporting person entry might not be the same as the Community portal user submitting the data.

EVENT_TYPE:

Enter the type of event. Must be one of the IDs, abbreviations, or full descriptions listed in the table of values supported by CGA-DIRT electronic data submission.

ID	Abbreviation	Description
1	UGROUND	Underground Damage
6	UNEAR	Underground Near Miss
7*	AGRADE	Above Grade
3*	AERIAL	Aerial
4*	NATCAUSE	Natural Cause
5*	SUBMARA	Submarine

* = Non-DIRT Event

DATE_OF_DAMAGE:

Enter the date that the event occurred in MM/DD/YYYY format. If the specific date is not known, use the first of the month. For instances of previous damage where the exact date of occurrence is unknown, enter the date the excavation damage was discovered.

Please note that the event date cannot be more than two calendar years prior (for example, in 2024, a user may submit data for 2024, 2023, and 2022). Contact MPSC Staff to have older data uploaded.

ADDRESS:

Enter the street address where the event occurred.

INTERSECTION:

Enter the nearest major street intersection or cross street to the location where the event occurred.

CITY:

Enter the name of the city or township where the event occurred.

STATE_PROV:

Enter MI or Michigan.

ZIP_CODE:

Enter the five-digit zip code where the event occurred. This field is limited to five numeric characters.

COUNTY:

Enter the county where the event occurred. Must be one of the IDs, abbreviations, or full descriptions listed in the table of values supported by CGA-DIRT electronic data submission.

ID	Abbreviation	Description
26001	MIALCO	MI-Alcona
26003	MIALGE	MI-Alger
26005	MIALLE	MI-Allegan
26007	MIALPE	MI-Alpena
26009	MIANTR	MI-Antrim
26011	MIAREN	MI-Arenac
26013	MIBARA	MI-Baraga
26015	MIBARR	MI-Barry
26017	MIBAY	MI-Bay
26019	MIBENZ	MI-Benzie
26021	MIBERR	MI-Berrien
26023	MIBRAN	MI-Branch
26025	MICALH	MI-Calhoun
26027	MICASS	MI-Cass
26029	MICHAR	MI-Charlevoix
26031	MICHEB	MI-Cheboygan
26033	MICHIP	MI-Chippewa
26035	MICLAR	MI-Clare
26037	MICLIN	MI-Clinton
26039	MICRAW	MI-Crawford
26041	MIDELT	MI-Delta
26043	MIDICK	MI-Dickinson
26045	MIEATO	MI-Eaton
26047	MIEMME	MI-Emmet
26049	MIGENE	MI-Genesee
26051	MIGLAD	MI-Gladwin

ID	Abbreviation	Description
26053	MIGOGE	MI-Gogebic
26055	MIGRAN	MI-Grand Traverse
26057	MIGRAT	MI-Gratiot
26059	MIHILL	MI-Hillsdale
26061	MIHOUG	MI-Houghton
26063	MIHURO	MI-Huron
26065	MIINGH	MI-Ingham
26067	MIIONI	MI-Ionia
26069	MIIOSC	MI-Iosco
26071	MIIRON	MI-Iron
26073	MIISAB	MI-Isabella
26075	MIJACK	MI-Jackson
26077	MIKALA	MI-Kalamazoo
26079	MIKALK	MI-Kalkaska
26081	MIKENT	MI-Kent
26083	MIKEWE	MI-Keweenaw
26085	MILAKE	MI-Lake
26087	MILAPE	MI-Lapeer
26089	MILEEL	MI-Leelanau
26091	MILENA	MI-Lenawee
26093	MILIVI	MI-Livingston
26095	MILUCE	MI-Luce
26097	MIMACK	MI-Mackinac
26099	MIMACO	MI-Macomb
26101	MIMANI	MI-Manistee
26103	MIMARQ	MI-Marquette

ID	Abbreviation	Description
26105	MIMASO	MI-Mason
26107	MIMECO	MI-Mecosta
26109	MIMENO	MI-Menominee
26111	MIMIDL	MI-Midland
26113	MIMISS	MI-Missaukee
26115	MIMONR	MI-Monroe
26117	MIMONC	MI-Montcalm
26119	MIMONM	MI-Montmorency
26121	MIMUSK	MI-Muskegon
26123	MINEWA	MI-Newaygo
26125	MIOAKL	MI-Oakland
26127	MIOCEA	MI-Oceana
26129	MIOGEM	MI-Ogemaw
26131	MIONTO	MI-Ontonagon
26133	MIOSCE	MI-Osceola
26135	MIOSCO	MI-Oscoda
26137	MIOTSE	MI-Otsego
26139	MIOTTA	MI-Ottawa
26141	MIPRES	MI-Presque Isle
26143	MIROSC	MI-Roscommon
26145	MISAGI	MI-Saginaw
26151	MISANI	MI-Sanilac
26153	MISCHO	MI-Schoolcraft
26155	MISHIA	MI-Shiawassee
26147	MISTCL	MI-St. Clair
26149	MISTJO	MI-St. Joseph
26157	MITUSC	MI-Tuscola
26159	MIVANB	MI-Van Buren
26161	MIWASH	MI-Washtenaw
26163	MIWAYN	MI-Wayne
26165	MIWEXF	MI-Wexford

LATITUDE:

Enter the latitude where the event occurred.

LONGITUDE:

Enter the longitude where the event occurred.

RIGHTOFWAY_TYPE:

Enter the type of land or property where the event occurred[2]. Must be one of the IDs, abbreviations, or full descriptions listed in the table of values supported by CGA-DIRT electronic data submission.

ID	Abbreviation	Description
1	CITYST	Public - City Street
2	STHWY	Public - State Highway
8	PUBCR	Public - County Road
7	PUBIH	Public - Interstate Highway
9	PUBOTH	Public - Other
3	LANDOWN	Private - Land Owner
4	BIZ	Private - Business
10	PRVEAS	Private Easement
6	PIPE	Pipeline
13	PWRTRNS	Power/Transmission Line
5	RAIL	Railroad
11	DPUE	Dedicated Public Utility Easement
12	FEDLND	Federal Land
99	UNKNOWN	Unknown/Other

OPERATION_AFFECTED:

Enter the type of facility operation that was damaged. Must be one of the IDs, abbreviations, or full descriptions listed in the table of values supported by CGA-DIRT electronic data submission. If the event impacted multiple facilities, a separate record is required for each facility.

[2] Refer to the CGA DIRT User Guide for further definition of the types of Right of Way. https://form.cga-dirt.com/wp-content/uploads/2024/06/DIRT-User-Guide-FINAL-6.20.24.pdf

ID	Abbreviation	Description
1	CATV	Cable TV
2	ELECTRIC	Electric
3	NATGAS	Natural Gas
4	LIQPIPE	Liquid Pipeline
5	SEWER	Sewer
6	STEAM	Steam
7	TELECOM	Telecommunications
8	WATER	Water
99	UNKNOWN	Unknown/Other

CROSS_BORE:

Indicate if the event involved a cross bore. Must be one of the IDs, abbreviations, or full descriptions listed in the table of values supported by CGA-DIRT electronic data submission.

ID	Abbreviation	Alternate Abbreviation	Description	Alternate Description
0	F	N	False	No
1	T	Y	True	Yes

DEPTH_FROM_GRADE:

Enter the value or range that represents the depth from grade of the damaged facility. Must be either the Value or Range/Meaning listed in the table of values supported by CGA-DIRT electronic data submission. The measured depth from grade may be entered as an integer value, which will then be converted by the system into the appropriate range. Decimals or other special characters will result in an error in the upload process.

Value	Range/Meaning
empty or -1	Unknown
0	0" (0 cm) Embedded in pavement
1	Below surface <18" (<46 cm)
18	18" to <36" (46 to <92 cm)
36	36" (91 cm) or more

FACILITY_AFFECTED:

Enter the type of facility that was damaged. Must be one of the IDs, abbreviations, or full descriptions listed in the table of values supported by CGA-DIRT electronic data submission.

ID	Abbreviation	Description
1	DISTRIBUTION	Distribution
2	GATHERING	Gathering
3	SERVICEDROP	Service/Drop
4	TRANSMISSION	Transmission
99	UNKNOWN	Unknown/Other

JOINT_TRENCH:

Indicate if the facility was part of a joint trench. Must be one of the IDs, abbreviations, or full descriptions listed in the table of values supported by CGA-DIRT electronic data submission.

ID	Abbreviation	Alternate Abbreviation	Description	Alternate Description
0	F	N	False	No
1	T	Y	True	Yes

ONE_CALL_MEMBER:

Indicate if the facility owner was a member of MISS DIG. Must be one of the IDs, abbreviations, or full descriptions listed in the table of values supported by CGA-DIRT electronic data submission.

ID	Abbreviation	Alternate Abbreviation	Description	Alternate Description
0	F	N	False	No
1	T	Y	True	Yes
99	Unknown	Unknown	Unknown	Unknown

ONE_CALL_MEMBER_EXEMPT:

If ONE_CALL_MEMBER is No, was the facility owner exempt from being a member of MISS DIG. Must be one of the IDs, abbreviations, or full descriptions listed in the table of values supported by CGA-DIRT electronic data submission.

ID	Abbreviation	Alternate Abbreviation	Description	Alternate Description
0	F	N	False	No
1	T	Y	True	Yes
99	Unknown	Unknown	Unknown	Unknown

EXCAVATOR_NAME:

This information is not published on the MPSC website but may be included in an information request. Do not include the name of the excavator in any other field.

Enter the name of the excavator. If the EXCAVATOR_TYPE is Occupant, EXCAVATOR_NAME will be automatically changed to Occupant in the Community portal.

EXCAVATOR_TYPE:

Enter the type of excavator involved in the facility damage. Must be one of the IDs, abbreviations, or full descriptions listed in the table of values supported by CGA-DIRT electronic data submission.

ID	Abbreviation	Description
1	CONTRACTOR	Contractor
2	COUNTY	County
9	DEVELOPER	Developer
3	FARMER	Farmer
4	MUNICIPALITY	Municipality
5	OCCUPANT	Occupant
6	RAILROAD	Railroad
7	STATE	State
8	UTILITY	Utility
99	UNKNOWN	Unknown/Other

EXCAVATION_EQUIPMENT:

Enter the type of excavation equipment involved in the facility damage. Must be one of the IDs, abbreviations, or full descriptions listed in the table of values supported by CGA-DIRT electronic data submission.

ID	Abbreviation	Description
1	AUGER	Auger
2	BACKHOE	Backhoe/Trackhoe
3	BORING	Boring
14	BULLDOZER	Bulldozer
4	DRILLING	Drilling
5	DIRECTIONAL	Directional Drilling
6	EXPLOSIVES	Explosives
12	FARMEQUIP	Farm Equipment
7	GRADESCRAPE	Grader/Scraper
8	HANDTOOLS	Hand Tools
13	MILLINGEQUIP	Milling Equipment

10	PROBING	Probing Device
11	TRENCHER	Trencher
9	VACUUM	Vacuum Equipment
99	UNKNOWN	Unknown/Other

WORK_PERFORMED:

Enter the primary type of work being performed at the time of the facility damage. Must be one of the IDs, abbreviations, or full descriptions listed in the table of values supported by CGA-DIRT electronic data submission.

ID	Abbreviation	Description
1	AGRICULTURE	Agriculture
3	CATV	Cable TV
5	CURBSIDEWALK	Curb/Sidewalk
4	CONSTRUCTION	Bldg. Construction
6	DEMOLITION	Bldg. Demolition
7	DRAINAGE	Drainage
8	DRIVEWAY	Driveway
9	ELECTRIC	Electric
10	ENGINEERING	Engineering/Surveying
11	FENCING	Fencing
15	GRADING	Grading
13	IRRIGATION	Irrigation
14	LANDSCAPING	Landscaping
31	LIQPIPE	Liquid Pipeline
32	MILLING	Milling
12	NATGAS	Natural Gas
16	POLE	Pole
17	TRANSAUTH	Public Transit Authority
18	RAILROAD	Railroad
19	ROADWORK	Road Work
20	SEWER	Sewer
21	SITEDEVEL	Site Development
22	STEAM	Steam
23	STORMDRAIN	Storm Drain/Culvert
24	STREETLIGHT	Street Light
25	TELECOM	Telecommunications
26	TRAFSIGNAL	Traffic Signal
27	TRAFSIGN	Traffic Sign
29	WATER	Water
30	WATER_WAY	Waterway Improvement
99	UNKNOWN	Unknown/Other

ONE_CALL_NOTIFIED:

Indicate if notification of the excavation or blasting activity was provided to MISS DIG through a locate request submission. Must be one of the IDs, abbreviations, or full descriptions listed in the table of values supported by CGA-DIRT electronic data submission.

ID	Abbreviation	Alternate Abbreviation	Description	Alternate Description
0	F	N	False	No
1	T	Y	True	Yes

TICKET_NUMBER:

If the response to ONE_CALL_NOTIFIED is Yes, enter the MISS DIG ticket number. Please preface the data in the TICKET_NUMBER column with # (or any other non-numeric character) to ensure that the data imports correctly[3]. If MISS DIG ticket number is unknown, enter "unknown." This field must be populated if a one call notification was made.

LOCATOR_TYPE:

If the response to ONE_CALL_NOTIFIED is Yes, enter the type of locator that completed the locate request. Must be one of the IDs, abbreviations, or full descriptions listed in the table of values supported by CGA-DIRT electronic data submission.

ID	Abbreviation	Description
1	UTILITYOWNER	Utility Owner
2	CONTRACTLOC	Contract Locator
99	UNKNOWN	Unknown/Other

ACTIVITY_EXEMPT:

If the response to ONE_CALL_NOTIFIED is No, enter whether the excavation activity and/or excavator type is exempt from notification. Must be one of the IDs, abbreviations, or full descriptions listed in the table of values supported by CGA-DIRT electronic data submission.

ID	Abbreviation	Alternate Abbreviation	Description	Alternate Description
0	F	N	False	No
1	T	Y	True	Yes
99	Unknown	Unknown	Unknown	Unknown

[3] CSV files will convert the MISS DIG ticket number format into scientific notation. Additional saves made to the CSV file will replace values in the ticket number with zeroes.

WHITE_LINED:

Indicate if work area of the excavation or blasting activity was white-lined (pre-marked with white paint, stakes, or flags). Do not indicate Yes if the area was only electronically white-lined in the MISS DIG locate request. Must be one of the IDs, abbreviations, or full descriptions listed in the table of values supported by CGA-DIRT electronic data submission.

ID	Abbreviation	Alternate Abbreviation	Description	Alternate Description
0	F	N	False	No
1	T	Y	True	Yes
99	Unknown	Unknown	Unknown	Unknown

EXCAVATOR_DOWN:

Indicate if excavator incurred down time related to the event. Must be one of the IDs, abbreviations, or full descriptions listed in the table of values supported by CGA-DIRT electronic data submission.

ID	Abbreviation	Alternate Abbreviation	Description	Alternate Description
0	F	N	False	No
1	T	Y	True	Yes

EXCAVATOR_DOWN_TIME:

Enter the downtime in hours that the excavator incurred as a result of the event. Only numerical values will be accepted. If duration of down time is unknown, enter as "-1" or leave blank. The MPSC no longer accepts the range of time for excavator down time.

EXCAVATOR_DOWN_COST:

Enter the cost in dollars of the downtime that the excavator incurred as a result of the event. Only numerical values will be accepted. If cost of excavator down time is unknown, enter as "-1" or leave blank. The MPSC no longer accepts the cost range for the estimated costs related to excavator down time.

SERVICE_INTERRUPTION:

Indicate if the facility damage resulted in an interruption in service. Must be one of the IDs, abbreviations, or full descriptions listed in the table of values supported by CGA-DIRT electronic data submission.

ID	Abbreviation	Alternate Abbreviation	Description	Alternate Description
0	F	N	False	No
1	T	Y	True	Yes
99	Unknown	Unknown	Unknown	Unknown

INTERRUPTION_DURATION:

Enter the duration of the service interruption related to the facility damage in hours. Only numerical values will be accepted. If duration of interruption is unknown, enter as "-1" or leave blank. The MPSC no longer accepts the range of time for service interruption duration.

CUSTOMERS_AFFECTED:

Enter the number of customers affected by the service interruption related to the facility damage. Only numerical values will be accepted. If number of customers affected is unknown, enter as "-1" or leave blank.

COST_OF_DAMAGE:

Enter the cost in dollars to repair facility damage and restore service. Only numerical values will be accepted. If cost of damage is unknown, enter as "-1" or leave blank. The MPSC no longer accepts the cost range for the estimated costs for damage repair and restoration.

ROOT_CAUSE:

Enter the root cause of the facility damage. Must be one of the IDs, abbreviations, or full descriptions listed in the table of values supported by CGA-DIRT electronic data submission.

ID	Abbreviation	Description
7	NOLOCATEREQ	No notification made to the one-call center
26	EXDUGOUT	Excavator dug outside area described on ticket
27	EXDUGBEFORE	Excavator dug prior to valid start date/time
28	ESDUGAFTER	Excavator dug after valid ticket expired
25	EXBADINFO	Excavator provided incorrect notification information
30	NORESPLOC	Facility not marked due to no response from operator/locator
37	NOMARKABAND	Facility not marked due to abandoned facility

11	BADMAP	Facility not marked due to incorrect facility records/maps
29	LOCERROR	Facility not marked due to locator error
32	TRACEWIRE	Facility not marked due to tracer wire issue
31	INCOMPLETE	Site marked but incomplete at damage location
9	NOTFOUND	Facility not marked due to unlocatable facility
33	INACCABAN	Facility marked inaccurately due to abandoned facility
34	INACCBADMAP	Facility marked inaccurately due to incorrect facility record/map
35	INACCLOCERR	Facility marked inaccurately due to locator error
36	INACCTRACEW	Facility marked inaccurately due to tracer wire issue
23	EXTESTHOLE	Excavator dug prior to verifying marks by test-hole (pot-hole)
19	EXCLEARANCE	Excavator failed to maintain clearance after verifying marks
20	EXMARKS	Marks faded or not maintained
21	EXSUPPORT	Excavator failed to protect/shore/support facilities
24	EXBACKFILL	Improper backfilling practices
15	INSUFEX	Improper excavation practice not listed above
6	CALLCENTER	One-Call center error
13	DETERIORATED	Deteriorated facility
16	PREVDAMAGE	Previous damage
99	OTHER	Root Cause not listed

ROOT_CAUSE_OTHER_DESC:

If ROOT_CAUSE was entered as "Root Cause not listed" or "Improper excavation practice not listed above," this field must be populated with a description of the cause of the facility damage.

ADDITIONAL_COMMENTS:

Enter additional comments related to the facility damage. Note: Do not include the excavator's name or occupant's name.

STATE_EXEMPTION:

Indicate the exemption to the requirement for notification or marking related to excavation or blasting activities. Must be one of the IDs, abbreviations, or full descriptions listed in the table of values. For further detail regarding exemptions, refer to Public Act 174 of 2013, MISS DIG Underground Damage Prevention and Safety Act.

ID	Abbreviation	Description
0	NONE	No exemption
1	FARM	Certain activities performed in the course of farming operations
2	POST	Replacement of fence post, sign post, or guardrail in existing position
3	GRAVE	Excavation at a grave site in a cemetery
4	LANDFILL	Excavation within a landfill unit
5	RAIL	Certain activities conducted by railroad employees or contractors

6	ROAD	Roadway maintenance
7	MDOT	Marking of facility by MDOT
8	DRAIN	Marking of facility by county drain commission
9	SOFTEX	Soft excavation