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COMMONWEALTH OF KENTUCKY
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TO: All Contractors

FROM: Rachel Mills, P.E. *RM*
Director
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DATE: 5/12/2016

SUBJECT: KY 811 Excavation Location Requests

The Kentucky Transportation Cabinet (KYTC) is committed to safety on all of our jobsites. Towards this goal, we work with Kentucky 811 to find means to further minimize utility damages and to promote a safe environment for our contractors and community.

Pursuant to the Kentucky Revised Statute KRS 367.4901 to 367.4917, excavators must submit an excavation locate request (commonly called a 'Dig Ticket'). These tickets have historically been submitted via phone call. Kentucky 811 has an online web ticket entry process available on their website. The web ticket leads to a more efficient process since the request is directed to the pertinent utility companies seamlessly and allows the contractor to better identify the location needed.

In reviewing reports from Kentucky 811, it appears KYTC contractors are not fully employing this beneficial web ticket system. Web ticket entry eliminates staff holding to talk to a Kentucky 811 call center representative, so KYTC is encouraging contractors to request tickets via the web whenever feasible.

KYTC recognizes that conditions will arise where it may be problematic to use the web ticket entry system, such as requesting emergency locates which can only be done over the phone. However, the desire is for the web ticket entry to be the norm.

Individuals submitting locate requests via web ticket entry must be trained by Kentucky 811. Training can be obtained from Nikki Pharris, Kentucky 811 Operations Supervisor, at 502-493-3539. This training should be requested as soon as viable, since KYTC proposals will include a requirement for web ticket entry on road contracts. Details of the web ticket process can also be found here: <http://kentucky811.org/training/ticket-entry-training>

Thank you for your cooperation and support of safe digging in Kentucky.



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