



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT LEE
1100 LEE AVENUE, SUITE 112
FORT LEE, VA 23801-1720

FORT LEE POLICY NO. 2-09
9 March 2009

IMNE-LEE-SO

MEMORANDUM FOR DISTRIBUTION

SUBJECT: Fort Lee Policy on Excavation and Ground Disturbance

1. In order to protect Fort Lee, construction personnel and federal property the following items are to be enforced on Fort Lee for any ground disturbance.

a. The Prime Contractor on any project is responsible for following the State requirements for ground disturbance per the "Miss Utility" program.

b. The Prime Contractor is responsible for the actions of their sub-contractors.

c. The on site Construction Supervisors (Prime & Sub) will receive a copy of the Professional Excavator's Manual from the Safety Office. They will meet all requirements of the "Miss Utility" program as outlined in the manual. They will also review the "Miss Utilities' Frequently Asked Questions (FAQ) to assure they are familiar with the program at <http://www.missutilityofvirginia.com/profexcav/FAQs/FAQs/tabid/488/Default.aspx>.

d. The Construction Supervisor must keep a copy of the "Miss Utility" dig ticket on site at all times.

e. The Installation Safety Office has the authority to stop any digging operation and request to view the dig ticket.

f. A dig ticket must be obtained for every excavation, ditch and/or hole dug on any Fort Lee project, work order or contract.

2. If a "Miss Utility" dig ticket is not available for any excavation or ground disturbance, the work will be stopped until one is obtained.

Michael G. Morrow /signed/
MICHAEL G. MORROW
COL, LG
Garrison Commander

DISTRIBUTION: LEEKEY