

RETRANSMIT Request

Retransmit is a function used to re-submit a locate request to relay additional information regarding the requested area to be located for underground facilities. The only changes available to be made to a locate request are those displayed in the Retransmit window. Any other change would require a NEW locate request to be processed.

Cause for a locate request to be Retransmitted

- Change to Site Contact Name and/or Site Contact Phone
- Provide directions and/or special instructions regarding the area requesting to be located, i.e., combination codes for locked gates; gated area; dog in fence; etc.
- In the event a member provided a Positive Response but the excavator states there is a discrepancy, see examples listed below,

⇒ Member posted a PR Code 10—NO CONFLICT but excavator states facilities ARE present

⇒ Member posted a PR Code 20—MARKED but excavator states the requested area to be marked was not marked, not completely marked, improperly marked, and/or wrong address was marked

To Retransmit a Request

Enter the reason for the retransmit in the Remarks field. Select the member (s) needing to be notified by clicking within the check box to the left of their member code/name. Select EMLCFM if wishing to receive an email confirmation of the request.

If all members need to be notified, simply click SELECT ALL. To de-select a member, click within the check box again to remove the checkmark, and then send the request. The locate request number will remain the same, but will include a revision number, A142349008-**01A**. Member facility owners will respond as soon as practical.

Full Tkt

New

Rxmit

Del

Retransmit Ticket C142580422-00C

CallerJANE DOEDone ForJON DOE

Site ContactBO DOEPHONE336-100-0350

Sub-ContractorPhone

Remarks

PER EXCAVATOR, DUKE ENERGY POSTED NO CONFLICT, HOWEVER THERE IS UNDERGROUND POWER WITHIN EXCAVATION AREA NEEDING TO BE MARKED.

In-House Comments

Members to notify

<input type="checkbox"/>	ATT312*	ATT/D (DISTRIBUTION)	PHON	10
<input checked="" type="checkbox"/>	DPC09*	DUKE ENERGY	ELEC	10
<input type="checkbox"/>	EMLCFM	EMAIL CONFIRMATION MEMBER CODE	OTHR	
<input type="checkbox"/>	PNG01*	PIEDMONT NATURAL GAS COMPANY	GAS	20
<input type="checkbox"/>	TWC01*	TIME WARNER CABLE	CATV	10

Additional Members to notify

Select All

Select None

Add

Remove

Show

OK, Send

Exit

Select Specific Members

Or...

Select All