

**Utilities and Transportation Commission**  
**Standard Inspection Report for Intrastate Hazardous Liquid Systems**  
**Records Review and Field Inspection**

S – Satisfactory    U – Unsatisfactory    N/A – Not Applicable    N/C – Not Checked  
 If an item is marked U, N/A, or N/C, an explanation must be included in this report.

A completed **Inspection Checklist, Cover Letter and Field Report, IMP and OQ Field Validation Forms** are to be submitted to the Chief Engineer within **30 days** from completion of the inspection.

Inspection Report			
<b>Docket Number</b>	PL-110008		
<b>Inspector Name &amp; Submit Date</b>	Dave Cullom 8/12/2011		
<b>Chief Eng Name/Review/Date</b>	Joe Subsits, 8/19/2011		
Operator Information			
<b>Name of Operator:</b>	Tidewater Terminal	<b>OPID #:</b>	31051
<b>Name of Unit(s):</b>	Snake River Terminal		
<b>Records Location:</b>	Pasco, Wa		
<b>Date(s) of Last Review:</b>	June 16 – 20, 2008	<b>Inspection Date</b>	July 13-15, 2011

<p><b>Inspection Summary:</b>                  This visit consisted of a standard liquid inspection, break out tank, and an integrity management field verification review. Tidewater jurisdictional facilities include three 6-inch diameter pipelines (approx. 4,903 feet, each) and 19 breakout tanks. The operator stated the MOP of 270psig is based on a 150# ANSI flange.</p>
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<b>HQ Address:</b> P.O. Box 1210 6305 NW Old Lower River Rd Vancouver, WA 98660	<b>System/Unit Address:</b> 671 Tank Farm Road Pasco, WA 99301	
<b>Co. Official:</b> Dennis McVicker	<b>Phone No.:</b> (509) 547-7701	
<b>Phone No.:</b> 360-693-1491	<b>Fax No.:</b> None provided	
<b>Fax No.:</b> 509-545-5042	<b>Emergency Phone No.:</b> (509) 547-7701	
<b>Emergency Phone No.:</b> 1-800-562-1607	<b>Emergency Phone No.:</b> (509) 430-4508	
<b>Persons Interviewed</b>	<b>Title</b>	<b>Phone No.</b>
Pat Jensen	General Manager	(509) 547-7701
Josh Jarman	ER & S Specialist	(509) 380-1109
William (Bill Collins)	Environmental Manager	(360) 759-0306
Mark Davis	Terminal Operations Supervisor	(509) 547-7701
Ron McClary	Terminal Maintenance Supervisor	(509) 547-7701

UTC staff conducted an abbreviated procedures inspection on 195 O&M and WAC items that changed since the last inspection. This checklist focuses on Records and Field items per a routine standard inspection. (check one below and enter appropriate date)	
Team inspection was performed (Within the past five years.) or,	<b>Date:</b>
Other UTC Inspector reviewed the O & M Manual (Since the last yearly review of the manual by the operator.)	<b>Date:</b> 7/26/05-7/28/05

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PART 199 DRUG and ALCOHOL TESTING REGULATIONS and PROCEDURES		S	U	NA	NC
Subparts A - C	Drug & Alcohol Testing & Misuse Prevention Program – Use PHMSA Form #13, Rev 3/19/2010. Do not ask the company to have a drug and alcohol expert available for this portion of your inspection.	X			

**Comments:**

RECORDS REVIEW			S	U	NA	NC
CONVERSION TO SERVICE						
1.	195.5(a)(2)	All aboveground segments of the pipeline, and appropriately selected underground segments must be visually inspected for physical defects and operating conditions which reasonably could be expected to impair the strength or tightness of the pipeline. <b>**Notes - The operator does not have lines that were converted to service**</b>			X	
2.	195.5(c)	Pipeline Records (Life of System) <b>**Notes - The operator does not have lines that were converted to service**</b>			X	
3.		Pipeline Investigations <b>**Notes - The operator does not have lines that were converted to service**</b>			X	
4.		Pipeline Testing <b>**Notes - The operator does not have lines that were converted to service**</b>			X	
5.		Pipeline Repairs <b>**Notes - The operator does not have lines that were converted to service**</b>			X	
6.		Pipeline Replacements <b>**Notes - The operator does not have lines that were converted to service**</b>			X	
7.		Pipeline Alterations <b>**Notes - The operator does not have lines that were converted to service**</b>			X	
8.		195.11(a)	Operator has identified pipelines that are Regulated Rural Gathering Lines that meet all of the following criteria: (Amt. 195-89, Pub. 06/03/08 eff. 07/03/08). (1) nominal diameter from 6 5/8 inches to 8 5/8 inches; (2) located in or within one-quarter mile of a USA (3) operates at an MOP established under §195.406 that is: (i) greater than 20% SMYS; or (ii) if the stress level is unknown, or not steel; > 125 psig. <b>**Notes - The operator does not have gathering lines **</b>			X
9.	195.11(b)	Operator has prepared written procedures to carry out the requirements of 195.11. (Amt. 195-89, Pub. 06/03/08 eff. 07/03/08). <ul style="list-style-type: none"> <li>• Subpart B Reporting</li> <li>• Corrosion Control</li> <li>• Damage Prevention</li> <li>• Public Awareness</li> <li>• Establish MAOP</li> <li>• Line Markers</li> <li>• Operator Qualification</li> </ul> <b>**Notes - The operator does not have gathering lines **</b>			X	
10.	195.11(c)	If a new USA is identified after July 3, 2008, the operator must implement the requirements in paragraphs (b)(2 - 8), and (b)(11) for affected pipelines within 6 months of identification. For steel pipelines, comply with the deadlines in paragraphs (b)(9 & 10). (Amt. 195-89, Pub. 06/03/08 eff. 07/03/08). <b>**Notes - The operator does not have gathering lines **</b>			X	

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11.	195.11(d)	<p>Operator must maintain: (Amt. 195-89, Pub. 06/03/08 eff. 07/03/08).</p> <p>(1) Segment identification records required in paragraph (b)(1) of this section and the records required to comply with (b)(10) of this section, for the life of the pipe.</p> <p>(2) Records necessary to demonstrate compliance (b)(2 – 9 &amp; 11) of this section according to the record retention requirements of the referenced section or subpart.</p> <p><b>**Notes - The operator does not have gathering lines **</b></p>			X	
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**Comments:**

LOW-STRESS PIPELINES IN RURAL AREA			S	U	NA	NC
12.	195.12(a)	<p>Operator has identified pipelines that are Regulated Low-stress Pipelines in Rural Areas that meet all of the following criteria: (except for those already covered by 49 CFR 195) (Amt. 195-89, Pub. 06/03/08 eff. 07/03/08).</p> <p>(1) nominal diameter of 8 5/8 inches or more;</p> <p>(2) located in or within one-half mile of a USA</p> <p>(3) operates at an MOP established under §195.406 that is:</p> <p style="padding-left: 20px;">(i) greater than 20% SMYS; or</p> <p style="padding-left: 20px;">(ii) if the stress level is unknown, or not steel; &gt; 125 psig. <b>**Notes – Not a low stress rural pipeline**</b></p>			X	
13.	195.12(b)	<p>Operator has prepared written procedures to carry out the requirements of 195.12. (Amt. 195-89, Pub. 06/03/08 eff. 07/03/08).</p> <ul style="list-style-type: none"> <li>• Subpart B Reporting</li> <li>• Establish Integrity Management Plan</li> <li>• All Part 195 Safety Requirements<b>**Notes – Not a low stress rural pipeline**</b></li> </ul>			X	
14.	195.12 (c)(1)	Operator may notify PHMSA of economic burden. (Amt. Pub. 06/03/08 eff. 07/03/08).			X	
15.	195.12(d)	If, after July 3, 2008, a new USA is identified, the operator must implement the requirements in paragraphs (b)(2)(i) for affected pipelines within 12 months of identification. (Amt. 195-89, Pub. 06/03/08 eff. 07/03/08). <b>**Notes – Not a low stress rural pipeline**</b>			X	
16.	195.12(d)	<p>Operator must maintain: (Amt. 195-89, Pub. 06/03/08 eff. 07/03/08).</p> <p>(1) Segment identification records required in paragraph (b)(1) for the life of the pipeline.</p> <p>(2) Records necessary to demonstrate compliance (b)(2 – 4) according to the record retention requirements of the referenced section or subpart. <b>**Notes – Not a low stress rural pipeline**</b></p>			X	

**Comments:**

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REPORTING					
17.	49 U.S.C. 60132, Subsection (b)  ADB-08-07	<p style="text-align: center;"><b>Submission of Data to the National Pipeline Mapping System Under the Pipeline Safety Improvement Act of 2002</b></p> <p>Updates to NMPS: Operators are required to make update submissions every 12 months if any system modifications have occurred. Go to <a href="http://www.npms.phmsa.dot.gov/submission/">http://www.npms.phmsa.dot.gov/submission/</a> to review existing data on record. Also report no modifications if none have occurred since the last complete submission. Include operator contact information with all updates.</p> <p><b>**Notes – The operator could not provide a date of the submission or an email stating that no updates have occurred**</b></p>	X		
18.	RCW 81.88.080	Pipeline Mapping System: Has the operator provided accurate maps (or updates) of pipelines, operating over two hundred fifty pounds per square inch gauge, to specifications developed by the commission sufficient to meet the needs of first responders?	X		
19.	195.48/49	Complete and submit DOT Form PHMSA F 7000-1.1 for each type of hazardous liquid pipeline facility operated at the end of the previous year for each commodity, and each state a pipeline traverses by June 15 of each calendar year. (NOTE: August 15, 2011 for the year 2010). (Amdt. 195-95, 75 FR 72877, November 26, 2010, eff. 1/1/2011).	X		
20.	195.50	Accident report criteria, as detailed under 195.50. A release that results in, <b>5 gallons or more, death or personal injury necessitating hospitalization, an explosion or fire not intentionally set by the operator</b> , or total estimated property damage including clean-up and product lost equaling <b>\$50,000</b> or more. (Note: A release of less than 5 gals may still require reporting. See 195.50(b) and 195.52(a)(4) for additional requirements and exemptions for maintenance work under 5 BBLs). <b>**Note – No accidents have occurred during this inspection time period**</b>			X
21.	195.52	Immediate notice to NRC (800) 424-8802, or electronically at <a href="http://www.nrc.uscg.mil">http://www.nrc.uscg.mil</a> , of certain events, and additional report if significant new information becomes available. Operator must have a written procedure for calculating an initial estimate of the amount of product released in an accident. (Amdt. 195-95, 75 FR 72878, November 26, 2010, eff. 1/1/2011). <b>**Note – No accidents have occurred during this inspection time period**</b>			X
22.	195.54(a)	Accident Report - file as soon as practicable, but no later than 30 days after discovery. Submittal must be electronically to <a href="http://pipelineonlinereporting.phmsa.dot.gov">http://pipelineonlinereporting.phmsa.dot.gov</a> (Amdt. 195-95, 75 FR 72878, November 26, 2010). <b>**Note – No accidents have occurred during this inspection time period**</b>			X
23.	195.54 (b)	Supplemental report - required within 30 days of information change/addition (DOT Form 7000-1) <b>**Note – No accidents have occurred during this inspection time period**</b>			X
24.	195.55	Safety-related conditions (SRC) - criteria <b>**Note – No SRCs have occurred during this inspection time period**</b>			X
25.	195.56(a)	SRC Report is required to be filed within five (5) working days of the determination and within ten (10) working days after discovery <b>**Note – No SRCs have occurred during this inspection time period**</b>			X
26.	195.56(b)	SRC Report requirements, including corrective actions (taken and planned) <b>**Note – No SRCs have occurred during this inspection time period**</b>			X
27.	195.58	Reports (except SRCR and offshore pipeline condition reports) must be submitted electronically to PHMSA at <a href="http://opsweb.phmsa.dot.gov">http://opsweb.phmsa.dot.gov</a> unless an alternative reporting method is authorized IAW with paragraph (d) of this section. (Amdt. 195-95, 75 FR 72878, Nov. 26, 2010, eff. 1/1/2011).	X		
28.	195.59	Abandoned Underwater Facility Reports <b>**Note – No abandoned underwater facilities**</b>			X
29.	195.64	Each operator must obtain an OPID, validate its OPIDs, and notify PHMSA of certain events at <a href="http://opsweb.phmsa.dot.gov">http://opsweb.phmsa.dot.gov</a> (Amdt. 195-95, 75 FR 72878, Nov.26, 2010, eff. 1/1/2011).	X		
30.	480-75-610	Report construction for new pipelines (>100 feet) new pipe 45 days prior to new construction <b>**Note – No construction has occurred during this inspection time period**</b>			X
31.	480-75-620	Was MOP changed based on hydrotest? Report submitted? <b>**Note – No MOP change has occurred during this inspection time period**</b>			X
32.	480-75-630(3)	24 hour notification for emergency shutdown, material defects or damage that impact service ability <b>**Note – No emergency shutdowns, material defects, or damage that impacts serviceability have occurred during this inspection time period**</b>			X

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<b>Comments:</b>
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CONSTRUCTION			S	U	NA	NC
33.	195.204	Construction Inspector Training/Qualification <b>**Notes – No records were available to demonstrate breakout tank piping welds were inspected by a qualified welding inspector**</b>		X		
34.	195.214(b)	Test Results to Qualify Welding Procedures	X			
35.	195.222(a)	Welders must be qualified in accordance with Section 6 of API Standard 1104 (20 <sup>th</sup> edition 2007, including errata 2008) or Section IX of the ASME Boiler and Pressure Vessel Code (2007 edition, July 1, 2007), except that a welder qualified under an earlier edition than currently listed in 195.3 may weld, but may not requalify under that earlier edition. (Amdt 195-94 Pub. 8/11/10 eff. 10/01/10).	X			
36.	195.222(b)	Welders may not weld with a particular welding process unless, within the preceding 6 calendar months, the welder has (1) Engaged in welding with that process; and (2) Had one weld tested and found acceptable under Section 9 of API 1104. <b>**Notes – No records were provided demonstrating that the welders performing pipeline repairs were qualified under 195.222(b)**</b>		X		
37.	Alert Notice 3/13/87	In the welding of repair sleeves and fittings, do the operator's procedures give consideration to the use of low hydrogen welding rods, cooling rate of the weld, metallurgy of the materials being welded (weldability carbon equivalent) and proper support of the pipe in the ditch?				
38.	195.226(a)	Arc burns must be repaired. <b>**Note – No arc burns were found by the operator during or after construction**</b>			X	
39.	Alert Notice 3/24/10	In the welding of pipe and fittings, do the operator's procedures give consideration to girth weld bevels being properly transitioned and aligned, girth weld pipe ends meeting API 5L pipe end diameter and diameter out-of-roundness specifications, and API 1104 alignment and allowable "high-low" criteria, particularly in large diameter pipe (> 20" diameter)?	X			
40.	195.226(b)	If a notch is not repairable by grinding, a cylinder of the pipe containing the entire notch must be removed. Do arc burn repair procedures require verification of the removal of the metallurgical notch by nondestructive testing? (Ammonium Persulfate). <b>**Note – No arc burns were found by the operator during or after construction**</b>			X	
41.	195.226(c)	The ground wire may not be welded to the pipe/fitting being welded.	X			
42.	195.228/.234	Do procedures require welds to be nondestructively tested to ensure their acceptability according to API 1104 and as per 195.228(b) and per the requirements of 195.234 in regard to the number of welds to be tested? <b>**Notes – The pipeline replacement tie-in did not have NDT performed until it was identified during this inspection**</b>		X		

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43.	195.234(b)	<p>Nondestructive testing of welds must be performed:</p> <ol style="list-style-type: none"> <li>In accordance with written procedures for NDT</li> <li>By qualified personnel</li> <li>By a process that will indicate any defects that may affect the integrity of the weld</li> </ol> <p><b>**Notes – The operator indicated the weld on a replacement segment wasn't non-destructively tested before our inspection, but did schedule and provide radiograph records of a test conducted on 7-14-2011**</b></p>		X		
44.	195.589	Cathodic Protection <b>**Notes – No cathodic protection construction was performed during this inspection time period**</b>			X	
45.	195.266	Construction Records	X			
46.	195.266(a)	Total Number of Girth Welds	X			
47.		Number of Welds Inspected by NDT	X			
48.		Number of Welds Rejected <b>**Notes – No welds rejected**</b>	X			
49.		Disposition of each Weld Rejected <b>**Notes – No welds rejected**</b>			X	
50.	195.266(b)	Amount, Location, Cover of each Size of Pipe Installed	X			
51.	195.266(c)	Location of each Crossing with another Pipeline <b>**Notes – No new construction crossings**</b>			X	
52.	195.266(d)	Location of each buried Utility Crossing <b>**Notes – No new construction crossings**</b>			X	
53.	195.266(e)	Location of Overhead Crossings <b>**Notes – No new construction crossings**</b>			X	
54.	195.266(f)	Location of each Valve and Test Station <b>**Notes – No new construction valves or test stations**</b>			X	
<b>PRESSURE TESTING</b>			<b>S</b>	<b>U</b>	<b>NA</b>	<b>NC</b>
55.	195.302(a)	<p>Pipelines, and each pipeline segment that has been relocated, replaced, or otherwise changed, must be pressure tested without leakage (see .302(b), .303, and .305(b) for exceptions).</p> <p><b>**Notes – The operator indicated the replacement segment wasn't pressure tested before the inspection, but did schedule and provide hydrotest records of a test conducted on 7-19-2011**</b></p>		X		
56.	195.302(b)/ .302(c)	<p>Except for lines converted under §195.5, the following pipelines <i>may</i> be operated without having been pressure tested per Subpart E and without having established MOP under 195.406(a)(5) [80% of the 4 hour documented test pressure, or 80% of the 4 hour documented operating pressure].</p> <ul style="list-style-type: none"> <li>.302(b)(2)(ii): Any carbon dioxide pipeline constructed before July 12, 1991, that is located in a rural area as part of a production field distribution system.</li> <li>.302(b)(3): Any low-stress pipeline constructed before August 11, 1994, that does not transport HVL.</li> <li>.302(b)(4)/.303: Those portions of older hazardous liquid and carbon dioxide pipelines for which an operator has elected the risk-based alternative under §195.303 and which are not required to be tested based on the risk-based criteria.</li> </ul> <p><i>Note: (An operator that elected to follow a risk-based alternative must have developed plans that included the method of testing and a schedule for the testing by December 7, 1998. The compliance deadlines for completion of testing are as shown in the table in §195.303, and in no case was testing to be completed later than 12/07/2004).</i></p>				
57.		Have all pipelines <u>other than those described above</u> been pressure tested per Subpart E?	X			
58.		If pipelines <u>other than those described above</u> have not been pressure tested per Subpart E, has MOP been established under 195.406(a)(5), in accordance with .302(c)?	X			
59.	195.304	Test pressure must be maintained for at least 4 continuous hours at a pressure equal to 125 percent, or more, of the MOP. If not visually inspected during the test, at least an additional 4 hours at 110 percent of MOP is required. <b>**Notes – The pressure test for the replacement section tested on 7-19-2011 was provided after the inspection was completed**</b>	X			

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60.	195.305(a)	All pipe, all attached fittings, including components, must be pressure tested in accordance with 195.302. <b>Note:</b> A component, other than pipe, that is the only item being replaced or added to the pipeline system need not be hydrostatically tested under paragraph (a) of this section if the manufacturer certifies that either: (1) The component was hydrostatically tested at the factory; or (2) The component was manufactured under a quality control system that ensures each component is at least equal in strength to a prototype that was hydrostatically tested at the factory. <b>**Notes - No components were known to have been replaced during construction**</b>				X
61.	195.305(b)	Manufacturer Testing of Components <b>**Notes - No known components replaced during this inspection time period**</b>				X
62.	195.306	Appropriate Test Medium <b>**Note - The operator did not provide documentation of the test medium**</b>		X		
63.	195.308	Pipe associated with tie-ins pressure tested? <b>**Notes - The pressure test for the replacement section tested on 7-19-2011 was provided after the inspection was completed**</b>		X		
64.	195.310(a)	Pipeline Test Records for useful life of facilities? <b>**Notes - The document provided did not satisfy all of the record requirements - See inspection letter for more detail**</b>		X		
65.	195.310(b)	Do test records required by paragraph (a) include:				
66.	195.310(b)(1)	Pressure recording charts <b>**Notes - These were grouped under a 195.310 PV**</b>		X		
67.	195.310(b)(2)	Test instrument calibration records <b>**Notes - These were grouped under a 195.310 PV**</b>		X		
68.	195.310(b)(3)	Name of operator, person responsible, test company used, if any	X			
69.	195.310(b)(4)	Date and time of test	X			
70.	195.310(b)(5)	Minimum test pressure	X			
71.	195.310(b)(6)	Test medium <b>**Notes - These were grouped under a 195.310 PV**</b>		X		
72.	195.310(b)(7)	Description of the facility tested and the apparatus <b>**Notes - These were grouped under a 195.310 PV**</b>		X		
73.	195.310(b)(8)	Explanation of any pressure discontinuities, including test failures that appear on the pressure recording charts. <b>**Notes - No discontinuities**</b>				X
74.	195.310(b)(9)	Where elevation differences in the test section exceed 100 feet, a profile of the elevation over the entire length of the test section must be included <b>**Notes - Very minimal elevation changes**</b>				X
75.	195.310(b)(10)	Temperature of the test medium or pipe during the test period	X			

**Comments:**

INTERNAL DESIGN PRESSURE PROCEDURES		S	U	NA	NC
.402(c)/.422	Internal design pressure for pipe in a pipeline is determined in accordance with the requirements of this section and the formula: $P = (2 St/D) \times E \times F$ . .106	X			

OPERATION & MAINTENANCE		S	U	NA	NC

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76.	195.402(a)	Annual Review of O&M Manual (1 per yr/15 months)	X			
77.		Appropriate parts must be kept at locations where O&M activities are conducted	X			
78.	195.402(c)(4)	Determination of Areas requiring immediate response for Failures or Malfunctions	X			
79.	195.402(c)(5)	Pipeline accidents analyzed to determine their causes <b>**Notes - No accidents during this inspection time period**</b>			X	
80.	195.402(c)(10)	Abandoning pipeline facilities, including safe disconnection from an operating pipeline system, purging of combustibles, and sealing abandoned environmental hazards.			X	
		Reporting abandoned pipeline facilities offshore, or onshore crossing commercially navigable waterways per 195.59 <b>**Notes - No facility abandonment during this inspection time period**</b>				
81.	195.402(c)(12)	Establishment/Maintaining liaison with Fire, Police, and other Public Officials <b>**Notes – The operator meets annually with them and have drills.**</b>	X			
82.	195.402(c)(13)	Periodic review of personnel work – effectiveness of normal O&M procedures <b>**Notes – The operator could not provide records that demonstrated that they periodically reviewed personnel work to determine the effectiveness of normal O&amp;M procedures**</b>		X		
83.	195.402(c)(15)	Implementing the applicable control room management procedures required by 195.446. (Amdt. 195-93, 74 FR 63310, December 3, 2009, eff. 2/1/2010). <b>**Notes - No control room**</b>			X	
84.	195.402(d)(1)	Response to Abnormal Pipeline Operations <b>**Notes - No abnormal operations**</b>			X	
85.	195.402(d)(5)	Periodic review of personnel work – effectiveness of abnormal operation procedures <b>**Notes - No emergencies**</b>			X	
86.	195.402(e)(1)	Notices which require immediate response <b>**Notes - No notices**</b>			X	
87.	195.402(e)(2)	Prompt and effective response to each type of emergency <b>Note:</b> Review operator records of previous accidents and failures including third-party damage and leak response <b>**Notes - No emergencies**</b>			X	
88.	195.402(e)(7)	Notifications to Fire, Police, and other Public Officials of an emergency <b>**Notes - No emergencies**</b>			X	
89.	195.402(e)(9)	Post accident review of employees' activities to determine if procedures were effective and corrective action was taken? <b>**Notes - No accidents**</b>			X	
90.	195.402(e)(10)	Actions to be taken by a controller during an emergency in accordance with 195.446. (Amdt. 195-93, 74 FR 63310, December 3, 2009, eff. 2/1/2010). <b>**Notes - No emergencies**</b>			X	
91.	195.403(b)(1)	Review with personnel their performance in meeting the objectives of the emergency response training program (1 per yr/15 months)	X			
92.	195.403(b)(2)	Make appropriate changes to the emergency response training program (1 per yr/15 months)	X			

Comments:

OPERATION & MAINTENANCE (Cont)			S	U	NA	NC
93.	195.403(c)	Verification of supervisor knowledge of emergency response procedures (1 per yr/15 months) <b>**Notes - O&amp;M procedures will be revised**</b>		X		



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94.	195.404(a)(1)	Maps or Records of the following facilities: i. Breakout tanks ii. Pump stations iii. Scraper and sphere facilities iv. Pipeline valves v. Facilities to which 195.402(c)(9) applies vi. Rights-of-way vii. Safety devices to which 195.428 applies	X			
95.	195.404(a)(2)	All crossings of public roads, railroads, rivers, buried utilities and foreign pipelines.	X			
96.	195.404(a)(3)	The maximum operating pressure of each pipeline.	X			
97.	195.404(a)(4)	The diameter, grade, type, and nominal wall thickness of all pipe.	X			
98.	195.404(b)(1)	Pump Station Daily Discharge Pressure (maintain for at least 3yrs)	X			
99.	195.404(b)(2)	Any emergency or abnormal operations applicable under 195.402 (maintained for at least 3yrs) <b>**Notes - No emergency or abnormal operating conditions during this inspection time period**</b>			X	
100.	195.404(c)(1)	The date, location, and description of each repair made on the pipe and maintain it for the <b>life of the pipe.</b>	X			
101.	195.404(c)(2)	The date, location, and description of each repair made to parts of the pipeline system other than the pipe and maintain it for at least <b>1 year.</b> <b>**Notes - No repairs other than pipe during this inspection time period**</b>			X	
102.	195.404(c)(3)	Each inspection and test required by <b>Subpart F</b> shall be maintained for at least <b>2 years, or until the next inspection or test is performed, whichever is longer.</b>	X			
103.	195.406(a)/ .406(a)(1)	Except for surge pressures and other variations from normal operations, operator shall operate a pipeline above the MOP, and the MOP may not exceed any of the following; <ul style="list-style-type: none"> <li>• The internal design pressure of the pipe determined by <b>195.106.</b></li> </ul>	X			
104.	480-75-620	Change in MOP? Changed based on hydrotest? <b>**Notes - No change to MOP during this inspection time period**</b>			X	
105.	195.408(b)(2)	Filing and disposition of notices of abnormal or emergency conditions. <b>**Notes - No AOC or emergency conditions during this inspection time period**</b>			X	
106.	195.412(a)	Operator must inspect the right-of-way at intervals not exceeding <b>3 weeks</b> , but at least <b>26 times each calendar year</b>	X			
107.	195.412(b)	Operator must inspect each crossing under a navigable waterway to determine the crossing condition at intervals not exceeding <b>5 years.</b> <b>**Notes - No crossing under navigable waterway**</b>			X	
108.	480-75-640	Depth of cover survey	X			
109.	195.420(b)	Mainline valves inspected to determine that it is functioning properly at intervals not exceeding <b>7½ months</b> , but at least <b>twice</b> each calendar year.	X			
110.	480-75-500	Pipe movement study per API 1117	X			
111.	195.428(a)	Insp. of overpressure safety devices ( <b>1 per yr/15 months non-HVL; 2 per yr/7½ months HVL</b> )	X			
112.	195.428(b)	Inspection of Relief Devices on HVL Tanks (intervals NTE <b>5 yrs.</b> ) <b>**Notes - No HVL tanks**</b>			X	
113.	195.428(c)	Above ground breakout tanks that are constructed or significantly altered according to API Standard 2510 after October 2, 2000, must have an overfill protection system installed according to section 5.1.2 of API Standard 2510. Amt. 195-86 Pub. 06/09/06 eff. 07/10/06.  Tanks over 600 gallons (2271 liters) constructed or significantly altered after October 2, 2000, must have overfill protection according to API Recommended Practice 2350 unless operator noted in procedures manual (195.402) why compliance with API RP 2350 is not necessary for the safety of a particular breakout tank. <b>**Notes - No tanks constructed or significantly altered after Oct 2, 2000**</b>			X	

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114.	195.428(d)	Inspection of Overfill Systems (1 per yr/15 months non-HVL, 2 per yr/7 1/2 months HVL) <b>**Notes - Alarm logs were provided, but did not contain records for tanks 2, 4, 14, or 34. These tanks may have been taken out of or brought into service, but an explanation is needed. Additionally, at least two years of records (three preferred) is necessary in order to ensure that the overfill system was inspected at least once a year - not to exceed 15 months.**</b>		X		
115.	480-75-300 (3)	Leak detection and alarm records	X			
116.	480-75-320	Surge analysis done?	X			
117.	195.430	Inspection of Fire Fighting Equipment	X			
118.	195.432(c)	<b>Breakout Tanks:</b> Inspect the physical integrity of in-service steel aboveground breakout tanks built to API Standard 2510 according to Section 6 of API 510. Amt. 195-86 Pub. 06/09/06 eff 07/10/06. <b>Note: For Break-out tank unit inspection, refer to Breakout Tank Form **Notes - No tanks known to be built to API 2510**</b>			X	

		<b>PUBLIC AWARENESS PROGRAM PROCEDURES</b> (In accordance with API RP 1162)				
		S	U	NA	NC	
119.	195.440 (e & f)	<b>PUBLIC AWARENESS PROGRAM</b>				
Documentation properly and adequately reflects implementation of operator's Public Awareness Program requirements – Stakeholder Audience identification, message type and content, delivery method and frequency, supplemental enhancements, program evaluations, etc. (i.e. contact or mailing rosters, postage receipts, return receipts, audience contact documentation, etc. for emergency responder, public officials, school superintendents, program evaluations, etc). See table below.		X				
Operators in existence on June 20, 2005, must have completed their written program no later than June 20, 2006						
<b>API RP 1162 Baseline* Recommended Message Delivery Frequencies</b>						
<b>Stakeholder Audience (Hazardous Liquid Operators)</b>	<b>Baseline Message Frequency (Starting from Effective Date of Plan)</b>					
Residence along right-of-way and Places of Congregation	2 Years					
Emergency Officials	Annual					
Public Officials	3 Years					
Excavator and Contractors	Annual					
One-Call Centers	As required of one-call center					
* Refer to API RP 1162 for additional requirements, including general program recommendations, supplemental requirements, record keeping, program evaluation, etc.						
120.	.440(g)	The program must be conducted in English and any other languages commonly understood by a significant number of the population in the operator's area.	X			
121.	.440(i)	<b>IAW API RP 1162, the operator's program should be reviewed for effectiveness within four years of the date the operator's program was first completed. For operators in existence on June 20, 2005, who must have completed their written programs no later than June 20, 2006, the first evaluation is due no later than June 20, 2010. **Note - The operator could not locate or provide records that demonstrated they reviewed their program for effectiveness within the required time frame.**</b>		X		

**Comments:** \_\_\_\_\_

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**Comments:**

<b>DAMAGE PREVENTION PROGRAM</b>			<b>S</b>	<b>U</b>	<b>NA</b>	<b>NC</b>
122.	195.442(c)(1)	List of Current Excavators	X			
123.	195.442(c)(2)	Notification of Public/Excavators	X			
124.	195.442(c)(3)	Notifications of planned excavations. (One -Call Records)	X			
125.	195.442(c)(4)	If the operator has buried pipelines in the area of excavation activity, provide for actual notification of persons who give notice of their intent to excavate of the type of temporary marking to be provided and how to identify the markings.	X			
126.	195.442(c)(5)	Provide for temporary marking of buried pipelines in the area of excavation activity before, as far as practical, the activity begins.	X			
127.	195.442(c)(6)	Provide as follows for inspection of pipelines that an operator has reason to believe could be damaged by excavation activities:				
128.		1. Is the inspection the done as frequently as necessary during and after the activities to verify the integrity of the pipeline?	X			
129.		2. In the case of blasting, does the inspection include leakage surveys? (required) <b>**Note – No blasting has occurred near the pipeline facility**</b>			X	
130.		Does the operator review records of accidents and failures due to excavation damage to ensure causes of failures are addressed to minimize the possibility of reoccurrence? <b>**Note – No accidents or failures due to excavation damage have occurred**</b>			X	

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131.	<b>Damage Prevention (Operator Internal Performance Measures)</b>		S	U	NA	NC
132.		Does the operator have a quality assurance program in place for monitoring the locating and marking of facilities? Do operators conduct regular field audits of the performance of locators/contractors and take action when necessary? (CGA Best Practices v. 6.0, Best Practice 4-18. Recommended only, not required) <b>**Notes – The operator marks its own facilities**</b>			X	
133.		Does operator including performance measures in facility locating services contracts with corresponding and meaningful incentives and penalties? <b>**Notes – The operator marks its own facilities**</b>			X	
134.		Do locate contractors address performance problems for persons performing locating services through mechanisms such as re-training, process change, or changes in staffing levels? <b>**Notes – The operator marks its own facilities**</b>			X	
135.		Does the operator periodically review the Operator Qualification plan criteria and methods used to qualify personnel to perform locates? <b>**Notes – The operator could not provide documentation demonstrating they periodically reviewed OQ plan criteria for locating**</b>		X		
136.		Review operator locating and excavation <u>procedures</u> for compliance with state law and regulations.	X			
137.		Are locates are being made within the timeframes required by state law and regulations? Examine record sample.	X			
138.	195.507(b)	Are locating and excavating personnel properly <u>qualified</u> in accordance with the operator's Operator Qualification plan and with federal and state requirements?	X			
139.	<b>Damage Prevention – Data Gathering Only</b>					
140.	Does the pipeline operator voluntarily submit pipeline damage statistics into the UTC Damage Information Reporting Tool (DIRT)? Operator may register at <a href="https://identity.damagereporting.org/cgareg/control/login.do">https://identity.damagereporting.org/cgareg/control/login.do</a>		Y/N	N		
141.	Request data for last calendar year	Number of hazardous liquid-related one-call locate requests completed in the field	19			
142.		Number of third-party damages incurred	0			
143.		Cause of damage, where cause of damage is classified as one of the following:				
144.		1. Inaccurate locate	0			
145.		2. Failure to use reasonable care	0			
146.		3. Excavated prior to a locate being conducted; or	0			
147.		4. Excavator failed to call for a locate	0			

Comments:

<b>CPM Systems</b>			S	U	NA	NC
148.	195.444	Each CPM system employed on a pipeline segment should be fully described and the documentation readily available for reference by the users and by those employees responsible for the maintenance and support of the CPM system				

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149.		a. General Information (this information is usually available as a part of normal Control Center information). b. A system map, profile and detailed physical description for each pipeline segment. c. A summary of the characteristics of each product transported. <b>**Notes – The operator does not have a CPM system**</b>				X	
150.		<b>CPM Specific Information:</b>					
151.	195.444	a. A tabulation of the inputs used in the CPM procedure for each pipeline segment. b. A general description of the CPM outlining its principles of operation. c. A list of special considerations or step-by-step procedures to be used in evaluating CPM results and for requesting assistance with alarm evaluation, e.g., on-call support phone numbers where this systems is implemented. <b>**Notes – The operator does not have a CPM system**</b>				X	
152.		d. Details of the expected performance of the leak detection system under normal and line upset conditions; and the effects of system degradation on the leak detection results. e. CPM pipeline controller training manuals or information. f. CPM alarm thresholds for the various applications. <b>**Notes – The operator does not have a CPM system**</b>				X	

**Comments:**

<b>CORROSION CONTROL</b>			<b>S</b>	<b>U</b>	<b>NA</b>	<b>NC</b>
153.	195.555	Supervisors maintain thorough knowledge of corrosion procedures.	X			
154.	195.567	Test Lead Maintenance, frequent enough intervals	X			
155.	480-75-510	Corrosion remediation within 90 days	X			
156.	195.569	Inspection of Exposed Buried Pipelines (External Corrosion)	X			
157.	195.573(a)(1)	External Corrosion Control, Protected Pipelines Annual CP tests (1 per yr/15 months)	X			
158.	195.573(a)(2)	Close Interval surveys (meeting the circumstances determined by the operator)	X			
159.	195.573(b)	External Corrosion Control, Unprotected Pipeline Surveys, CP active corrosion areas (1 per 3 cal yr/NTE 39 months) <b>**Notes – The operator does not have unprotected pipelines**</b>			X	
160.	195.573(c)	Interference Bonds, reverse current switches, diodes, rectifiers <b>**Notes – The operator does not have interference bonds, reverse current switches, or diodes, but they do check their rectifiers in accordance with 195.573(c)**</b>			X	
161.	195.573(d)	External Corrosion Control - Bottom of Breakout Tanks	X			
162.	195.573(e)	Corrective actions as required by .401(b) and, if IMP pipeline, 195.452(h).	X			
163.	195.575	Electrical isolation inspection, testing and monitoring (if applicable)	X			
164.	195.577	Testing for Interference Currents <b>**Notes – The operator does not have pipelines that are exposed to stray currents**</b>			X	
165.	195.579(a)	Corrosive effect investigation <b>**Notes – The operator does not have pipelines that are transporting corrosive products**</b>			X	
166.	195.579(b)	Examination of Coupons/Other Types of Internal Corrosion Monitoring Equipment (2 per yr/NTE 7½ months) <b>**Notes – The operator does not have coupons for monitoring internal corrosion**</b>			X	

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167.	195.579(c)	Inspection of Removed Pipe for Internal Corrosion. **Notes – The operator could not provide records indicating they inspect and document all removed pipe for internal corrosion.**		X		
168.	195.583(a)	Atmos. Corr. Monitoring (1 per 3 cal yr/39 months onshore; 1 per yr/15 months offshore)  **Notes – The atmospheric inspection needs to include plant piping that connects the breakout tanks to the transfer piping. The Atmospheric monitoring was not completed within the required time frame.**		X		
169.	195.585(a)	General Corrosion – Reduce MOP or repair ; ASME B31G or RSTRENG	X			
170.	195.585(b)	Localized Corrosion Pitting – replace, repair, reduce MOP	X			
171.	195.589(a)&(b)	Cathodic Protection (Maps showing anode location, test stations, CP systems, protected pipelines, etc.)	X			

**Comments:**

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FIELD REVIEW			S	U	N/A	N/C
172.	195.262	Pumping Stations – Adequate Ventilation	X			
173.	195.262	Station Safety Devices	X			
174.	195.308	Pre-pressure Testing Pipe - Marking and Inventory	X			
175.	195402(c)(13)	Protect of personnel from hazards of unsafe accumulations of vapor or gas, at the excavation site.	X			
176.	195.403	Supervisor Knowledge of Emergency Response Procedures	X			
177.	195.410	Right-of-Way Markers	X			
178.	480-75-540	Markers at exposed areas	X			
179.	195.412	ROW/Crossing Under Navigable Waters	X			
180.	195.420	Valve Maintenance	X			
181.	195.420	Valve Protection from Unauthorized Operation and Vandalism	X			
182.	195.426	Scraper and Sphere Facilities and Launchers	X			
183.	195.428	Pressure Limiting Devices	X			
184.	195.428	Relief Valves - Location - Pressure Settings - Maintenance	X			
185.	480-75-320	Relief Device set at or below MOP	X			
186.	195.428	Pressure Controllers	X			

**Comments:**

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FIELD REVIEW (Cont)			S	U	N/A	N/C
187.	480-75-300	Leak Detection – 8% in 15 Minutes	X			
188.	480-75-300	Leak detection at flow and no flow conditions	X			
189.	195.430	Fire Fighting Equipment	X			
190.	195.432	Breakout Tanks	X			
191.	480-75-330	Do Breakout Tanks have independent overfill alarms?	X			
192.	195.434	Signs - Pumping Stations - Breakout Tanks	X			
193.	195.436	Security - Pumping Stations - Breakout Tanks	X			
194.	195.438	No Smoking Signs	X			
195.	195.446	Control Room(s) <b>**Notes – No control room**</b>			X	
196.	195.501-195.509	<b>Important:</b> Per OPS, the OQ Field Inspection Protocol Form 15 shall be used by the inspector as part of this standard inspection. When completed, the inspector will upload this information into the PHMSA OQ Database located at <a href="http://primis.phmsa.dot.gov/oqdb/home">http://primis.phmsa.dot.gov/oqdb/home</a> <b>Form Completed? Yes</b>				
197.	195.571	Cathodic Protection (test station readings, other locations to ensure adequate CP levels)	X			
198.	195.573	Rectifiers, Reverse Current Switches, Diodes, Interference Bonds <b>**Note – They have a rectifier, but no interference bonds, diodes, or reverse current switches</b>	X			
199.	195.575	Electrical Isolation; shorted casings	X			
200.	195.583	Atmospheric corrosion - Exposed pipeline components, (splash zones, water spans, soil/air interface, under thermal insulation, disbonded coatings, pipe supports, deck penetrations, etc.) <b>**Notes – There were several supports at the Chevron delivery facility that had some corrosion product present weeping out between the supports and the carrier pipe. This has been noted as an item of concern.</b>		X		

<b>Comments:</b>



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**Oil Pollution Act (49 CFR 194)**

Field Verification of Facility Response Plan Information			Y	N	N/A
201.		Is there a copy of the approved Facility Response Plan present? [See Guidance OPA-1]	X		
202.	194.111	RSPA Tracking Number: FRP-WA-0045      Approval Date: March 14, 2008			
203.	194.107	Are the names and phone numbers on the notification list in the FRP current?[OPA-2]	X		
204.	194.107	Is there written proof of a contract with the primary oil spill removal organization (OSRO)? [OPA-3]	X		
205.	194.107	Are there complete records of the operator's oil spill exercise program? [OPA-4]	X		
206.	194.117	Does the operator maintain records for spill response training (including HAZWOPER training)? [OPA-5]	X		

Comments (If any of the above is marked N or N/A, please indicate why, either in this box or in a referenced note):

**OPA-1 - RSPA Tracking Number:** This is also known as the “sequence number.” It is a four-digit number that PHMSA HQ assigns to each facility response plan (FRP). If the operator does not know their sequence number, they should look on their copy of the FRP for the sequence number. Also, PHMSA HQ always puts the sequence number in every plan-related letter to operators. If the operator is a new operator without a plan, the unit has a new owner, or the unit has new facilities not incorporated into the existing OPA-90 Plan, the answer is NO. Direct the operator to contact L.E. Herrick, 202-366-5523.

**Copy of approved FRP:** Every oil pipeline operator must have an FRP approved by PHMSA. The operator should be able to produce their PHMSA plan approval letter. When PHMSA HQ approves a plan, the approval is valid for five years from the date of the approval letter.

**OPA-2 - Names and phone numbers:** Operators are required to keep the notification lists in their FRP current. The inspector should examine the notification list in the FRP and spot-check the accuracy of the names and phone numbers when they interview the operator. It is critical to check the Qualified Individual (QI) and Alternate QI data.

**OPA-3 - Proof of OSRO contract:** Operators whose FRP's state that they are relying on clean-up contractors for spill response are required to have contracts with the oil spill removal organizations (OSRO's) that they cite in the FRP. The inspector should ask to see documentation that the operator has a contract in place with the primary OSRO listed in the FRP.

**OPA-4 - Exercise documentation:** Operators are required to conduct a variety of spill response exercises under Part 194, and make their exercise records available to PHMSA for inspection. Inspectors should check to see if the operator lists the date, time, location and names of exercise participants. If the inspector has doubts about whether the operator's exercise documentation is accurate, it should be noted on the inspection form so that PHMSA HQ can follow up with the operator. The documentation should include annual spill management team tabletop exercises, quarterly internal notification drills, and annual response equipment deployment drills? The drill does not necessarily need to include a pipeline spill scenario, but should test the operator's personnel, equipment, resources, and response strategies needed for responding to a comparable pipeline spill.

**OPA-5 - Training records:** Operators are required to train their personnel to carry out their individual roles under the FRP. The inspector should spot-check the files of key personnel listed in the FRP to ensure that they have been trained to carry out their duties in a response. Special attention should be given to documenting the safety training required under OSHA's Hazwoper standard (29 CFR 1910.120). Each

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person involved in a spill response is required under 194.117 to have training commensurate with their duties.

**Recent PHMSA Advisory Bulletins (Last 2 years)**

Leave this list with the operator.

<u>Number</u>	<u>Date</u>	<u>Subject</u>
ADB-09-03	Dec 7, 2009	Operator Qualification Program Modifications
ADB-09-04	Jan 14, 2010	Reporting Drug and Alcohol Test Results for Contractors and Multiple Operator Identification Numbers
ADB-10-01	Jan 26, 2010	Pipeline Safety: Leak Detection on Hazardous Liquid Pipelines
ADB-10-02	Feb 3, 2010	Implementation of Revised Incident/Accident Report Forms for Distribution Systems, Gas Transmission and Gathering Systems, and Hazardous Liquid Systems
ADB-10-03	March 24, 2010	Girth Weld Quality Issues Due to Improper Transitioning, Misalignment, and Welding Practices of Large Diameter Line Pipe
ADB-10-04	April 29, 2010	Pipeline Safety: Implementation of Electronic Filing for Recently Revised Incident/Accident Report Forms for Distribution Systems, Gas Transmission and Gathering Systems, and Hazardous Liquid Systems
ADB-10-05	June 28, 2010	Pipeline Safety: Updating Facility Response Plans in Light of Deepwater Horizon Oil Spill
ADB-10-06	August 3, 2010	Pipeline Safety: Personal Electronic Device Related Distractions
ADB-10-08	November 3, 2010	Pipeline Safety: Emergency Preparedness Communications
ADB-11-01	January 4, 2011	Pipeline Safety: Establishing Maximum Allowable Operating Pressure or Maximum Operating Pressure Using Record Evidence, and Integrity Management Risk Identification, Assessment, Prevention, and Mitigation

For more PHMSA Advisory Bulletins, go to <http://phmsa.dot.gov/pipeline/regs/advisory-bulletin>