

**OPERATOR QUALIFICATION  
FIELD INSPECTION PROTOCOL FORM**

<b>Inspection Date(s):</b>	June 14-18, 2010
<b>Name of Operator:</b>	Northwest Natural Gas Company
<b>Operator ID (OPID):</b>	13840
<b>Inspection Location(s):</b>	Portland, Oregon
<b>Supervisor(s) Contacted:</b>	Darlene Maurer, Pipeline Safety Compliance Specialist
<b># Qualified Employees Observed:</b>	4
<b># Qualified Contractors Observed:</b>	0

<b>Individual Observed</b>	<b>Title/Organization</b>	<b>Phone Number</b>	<b>Email Address</b>
Russell Grable	Construction 3 (Field Valve Inspection)	503-226-4211	
David Maynard	Compliance 2 (Field CP Inspection)	503-226-4211	
Jack Ledgerwood	System Ops 1 (Field Regulators)	503-226-4211	
Vance Jones	Customer Field Service 4 (Field Odorization)	503-226-4211	

*To add rows, press TAB with cursor in last cell.*

<b>PHMSA/State Representative</b>	<b>Region/State</b>	<b>Email Address</b>
Al Jones & Lex Vinsel / UTC	Washington	aljones@utc.wa.gov

*To add rows, press TAB with cursor in last cell.*

**Remarks:**

A table for recording specific tasks performed and the individuals who performed the tasks is on the last page of this form. This form is to be uploaded on to the OQBD for the appropriate operator, and then imported into the file.

**9.01 Covered Task Performance**

Verify the qualified individuals performed the observed covered tasks in accordance with the operator's procedures or operator approved contractor procedures.

<b>9.01 Inspection Results</b> (type an X in exactly one cell below)		<b>Inspection Notes</b>
<b>X</b>	<b>No Issue Identified</b>	
	<b>Potential Issue Identified (explain)</b>	
	<b>N/A (explain)</b>	
	<b>Not Inspected</b>	

**9.02 Qualification Status**

Verify the individuals performing the observed covered tasks are currently qualified to perform the covered tasks.

<b>9.02 Inspection Results</b> (type an X in exactly one cell below)		<b>Inspection Notes</b>
<b>X</b>	<b>No Issue Identified</b>	
	<b>Potential Issue Identified (explain)</b>	
	<b>N/A (explain)</b>	
	<b>Not Inspected</b>	

**9.03 Abnormal Operating Condition Recognition and Reaction**

Verify the individuals performing covered tasks are cognizant of the AOCs that are applicable to the tasks observed.

<b>9.03 Inspection Results</b> (type an X in exactly one cell below)		<b>Inspection Notes</b>
<b>X</b>	<b>No Issue Identified</b>	
	<b>Potential Issue Identified (explain)</b>	
	<b>N/A (explain)</b>	
	<b>Not Inspected</b>	

**9.04 Verification of Qualification**

Verify the qualification records are current, and ensure the personal identification of all individuals performing covered tasks are checked, prior to task performance.

<b>9.04 Inspection Results</b> (type an X in exactly one cell below)		<b>Inspection Notes</b>
<b>X</b>	<b>No Issue Identified</b>	
	<b>Potential Issue Identified (explain)</b>	
	<b>N/A (explain)</b>	
	<b>Not Inspected</b>	

**9.05 Program Inspection Deficiencies**

Have potential issues identified by the headquarters inspection process been corrected at the operational level?

<b>9.05 Inspection Results</b> (type an X in exactly one cell below)		<b>Inspection Notes</b>
<b>X</b>	<b>No Issue Identified</b>	
	<b>Potential Issue Identified (explain)</b>	
	<b>N/A (explain)</b>	
	<b>Not Inspected</b>	

**Field Inspection Notes**

The following table is provided for recording the covered tasks observed and the individuals performing those tasks.

No	Task Name	Name/ID of Individual Observed				Comments
		Russell Grable	David Maynard	Jack Ledgerwood	Vance Jones	
		Correct Performance (Y/N)	Correct Performance (Y/N)	Correct Performance (Y/N)	Correct Performance (Y/N)	
1	Valve	X				Pressure Control was notified before partial operation of valves.
2	Pipe attached to bridge crossings	X				Two bridges have new pipe and support brackets. The above grade water crossing at NE 11 <sup>th</sup> and NE Division should be evaluated for possible corrosion at concrete supports. The supports were built in 1956.
3	CP: Pipe-to-Soil Values		X			Good CP values in Vancouver, Camas, and Washougal areas.
4	CP: Rectifier Reads		X			Rectifier at East Mill Plain & Missoula Ave in Vancouver is failing and should be evaluated for replacement.
5	CP: Casings Isolation Verified		X			
6	Regulator: lockup			X		One regulator did not lock-up. New parts were installed in the regulator and pilot to demonstrate lock-up. Good understand of AOC and monitoring line pressure during inspection.
7	Overpressure Relief set point.			X		Two relief valves were adjusted at or below MAOP of line pressures.
8	Odorization: Sniff Test				X	Good odorant levels at test site located in north central Vancouver and eastside of Washougal, Washington.

## PHMSA Pipeline Drug & Alcohol Questions

### Instructions

1. Use in conjunction with Unit inspections
2. Interview the primary operator contact for the Unit inspection you are conducting and enter their responses. Do not request the operator substance abuse expert to provide responses to these questions.
3. Send completed form to [stanley.kastanas@dot.gov](mailto:stanley.kastanas@dot.gov)

<b>Name of Operator</b>	Northwest Natural Gas Company	<b>Op ID #</b>	13840
<b>Inspector</b>	Al Jones & Lex Vinsel	<b>Unit #</b>	Clark
<b>Date of Inspection</b>	June 14-18, 2010		
<b>Inspection Location City &amp; State</b>	Portland, Oregon		
<b>Operator Employee Interviewed</b>	<b>Darlene T. Maurer</b>	<b>Phone #</b>	503-226-4211 Ext 4391
<b>Position/Title</b>	<b>Pipeline Safety, Code Compliance Engineering Services</b>		
<b>Operator Designated Employer Representative (DER), (a.k.a. Substance Abuse Program Manager)</b>		<b>Zane White</b>	
<b>DER Phone #</b>	503-226-4211 x5421		

<b>§199</b>	<b>Pipeline Safety Regulations Drug and Alcohol Testing</b>	<b>Yes</b>	<b>No</b>	<b>Does Not Know</b>
.3, .101 .201, .245	<b>1. Does the company have a plan for drug and alcohol testing of employees and contractors performing, or ready to perform, covered functions of operations, maintenance, and emergency response?</b>	<b>X</b>		
Comments	<b>Yes, Northwest Natural's drug and alcohol testing is provided by A WorkSAFE Service, Inc.</b>			
.3 .105(c) .225(b)	<b>2. Does the company perform random drug testing and reasonable suspicion drug and alcohol testing of employees performing covered functions? For random drug testing, enter the number of times per year employees are selected and the number of employees in each selection in Comments below.</b>	<b>X</b>		
Comments	<b>Yes, the number of covered function employees that were:</b> Randomly tested in 2008 for drugs were 178 out of a pool of 674 or 26.1%. Randomly tested in 2009 for drugs were 171 out of a pool of 675 or 25.34%.  <b>Also, the number of covered function employees on-suspicion of alcohol use were:</b> Tested in 2008 was 0. Tested in 2009 was 0.			
.3 .105(b)	<b>3. Does the company conduct post-accident/incident drug and alcohol testing for employees who have caused or contributed to the consequences of an accident/incident? Enter the position/title of the employee who would make the decision to conduct post-accident/incident testing in Comments below.</b>	<b>X</b>		
Comments	<b>Yes, Northwest Natural will conduct post-accident testing for affected covered function employees following every accident/incident as determined necessary. Post accident testing is not automatic. The DER must be notified when a Covered Employee is involved in an accident. The DER along with the onsite Supervisor will make the decision on whether or not a post accident test should be pulled. All NWN's Field Supervisors are aware of this.</b>			

## PHMSA Pipeline Drug & Alcohol Questions

§199	Pipeline Safety Regulations Drug and Alcohol Testing	Yes	No	Does Not Know
.113(c) .117(a)(4) .227(b)(2) .241	<b>4. Does the company provide training for supervisors on the detection of potential drug abuse (minimum 60 minutes) and alcohol misuse (minimum 60 minutes)?</b>	<b>X</b>		
Comments	<b>Yes our supervisors have attended at least 60 minute training. Training is offered at least once a year.</b>			
.3 .113(b) .117(a)(4) .239(b)(11)	<b>5. Does the company give covered employees an explanation of the drug &amp; alcohol policies and distribute information about the Employee Assistance Program, including a hotline number? Provide details in Comments below.</b>	<b>X</b>		
Comments	<b>Yes, employees are provided information about the drug and alcohol polices and EAP resources. Information can be found on the NWN internal website. Also information is sent to all the Resource Centers for distribution or information hung on the bulletin boards.</b>			