

**Utilities and Transportation Commission  
Standard Inspection Report for Intrastate Hazardous Liquid Systems  
Procedures and Plan Review**

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 **Standard Inspection Checklist, Cover Letter and Field Report** are to be submitted to the Senior Engineer within **30 days** from completion of the inspection.

Inspection Report			
<b>Docket Number</b>	PL-070131		
<b>Inspector/Submit Date</b>	J. Subsits January 3, 2008		
<b>Sr. Eng Review/Date</b>	D. Lykken 1/04/2008		
Operator Information			
<b>Name of Operator:</b>	Agrium U.S. Inc.	<b>OPID #:</b>	672
<b>Name of Unit(s):</b>	Hazardous Liquid		
<b>Records Location:</b>	Kennewick		
<b>Date(s) of Last (unit) Inspection:</b>	4/5/05-4/8/05	<b>Inspection Date(s):</b>	12/17/2007-12/18/2007

<b>Inspection Summary:</b>
The O&M Manual was reviewed prior to the inspection. There are several items that need to be added to the Manual. Theses include:
<ol style="list-style-type: none"> <li>1. Pump stations need to be added as an accurately mapped component</li> <li>2. Verification of Supervisor knowledge for Corrosion control measures</li> <li>3. 45 day advance notification to Commission for pipeline construction</li> <li>4. Notification to Commission when hydrotesting to raise MOP</li> <li>5. Leak detection and alarm response procedure</li> <li>6. Backfill requirements</li> <li>7. Weld inspection requirements</li> <li>8. Emergency Management training</li> <li>9. Earthquake response procedures</li> <li>10. Pipe moving and lowering procedures</li> <li>11. Excavation inspection procedures</li> </ol>

<b>HQ Address:</b> 13131 Lake Fraser Drive S.E. Calgary, Alberta T2J7E8		<b>System/Unit Name &amp; Address:</b> 227515 E. Bowles Road Kennewick, WA 99337	
<b>Co. Official:</b>	Stephen Dyer, Vice President	<b>Co. Official:</b>	Don LaRue
<b>Phone No.:</b>	(403) 225-7491	<b>Phone No.:</b>	(509) 586-5440
<b>Fax No.:</b>	(403) 225-7616	<b>Fax No.:</b>	(509) 586-5500
<b>Emergency Phone No.:</b>		<b>Emergency Phone No.:</b>	
<b>Persons Interviewed</b>	<b>Title</b>	<b>Phone No.</b>	
Carter Hope	Projects Specialist	(509) 586-5469	
Fred Miller	Engineering Supervisor	(509) 586-5440	
Steve Laird	Training	(509) 586-5456	
Don Larue	Plant Manager	(509) 586-5500	

# Washington Utilities and Transportation Commission

## Standard Inspection Report for Intrastate Hazardous Liquid Pipeline Systems

### Procedures and Plan Review

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.

CONVERSION TO SERVICE		S	U	N/A	N/C
195.5	Has a written procedure been developed addressing all applicable requirements and followed?	x			

Documentation Reviewed:		
Document Title	Document/Section Number	Revision Date
Standard Operating & Maintenance Procedure Manual	Procedure 9.02	2/15/02

**Comments:**

  
  

SUBPART B - REPORTING PROCEDURES		S	U	N/A	N/C
195.402	Complete Annual Report and submit DOT form RSPA F 7000-1.1 for each type of hazardous liquid pipeline facility operated at the end of the previous year. A separate report is required for crude oil, HVL (including anhydrous ammonia), petroleum products, and carbon dioxide pipelines. .49	x			
195.402	Accident report criteria, as detailed under 195.50. In general, 5 gallons or more, death or personal injury necessitating hospitalization, or total estimated property damage including clean-up and product lost equaling \$50,000 or more. Note: A release of less than 5 gals may still require reporting. See (195.50(b) and 195.52(a)(4)). Amdt 195-75 pub. 1/08/02, eff. 2/07/02	x			
195.402	Accident Report - file as soon as practicable, but no later than 30 days after discovery .54(a)	x			
195.402	Supplemental report - required within 30 days of information change/addition .54(b)	x			
195.402	Safety-related conditions (SRC) - criteria .55	x			
195.402	SRC Report is required to be filed within five (5) working days of the determination and within ten (10) working days after discovery .56(a)	x			
195.402	SCR Report requirements, including corrective actions (taken and planned) .56(b)	X*			
WAC 480-75 REPORTING PROCEDURES		S	U	N/A	N/C
480-75-610	Reporting of proposed pipeline construction 45 days prior to construction		x		
480-75-620	Providing notice of hydrotest to change MOP		x		
480-75-630	Every company must give prompt telephonic notice to the NRC (800) 424-8802 & commission within two hours of discovery.	x			
480-75-630(1)(d)	Damage in excess of \$25,000 (Include clean up, recovery, product loss) during the inspection period	x			
480-75-630(1)(f)	Results in news media coverage	x			
480-75-630(2)	Written reports within one month of the incident	x			
480-75-630(3)	Notification within 24 hours of emergency situations including emergency shutdowns, material defects or physical damage that impairs serviceability?	x			

Documentation Reviewed:		
Document Title	Document/Section Number	Revision Date
Standard Operating & Maintenance Procedure Manual	Procedure 1.01	4/12/05
Standard Operating & Maintenance Procedure Manual	Procedure 1.02	2/15/02
Standard Operating & Maintenance Procedure Manual	Procedure 1.05	4/12/05

# Washington Utilities and Transportation Commission

## Standard Inspection Report for Intrastate Hazardous Liquid Pipeline Systems

### Procedures and Plan Review

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.

**Comments:**  
 \* SRC report corrective action listed on standardized form

SUBPART C - PASSAGE OF INTERNAL INSPECTION DEVICE PROCEDURES		S	U	N/A	N/C
195.402(c) 195.422	Each new pipeline or each section of a pipeline which pipe or components has been replaced must be designed and constructed to accommodate the passage of instrumented internal inspection devices that are applicable to this section .120(a)	x			

**Documentation Reviewed:**

Document Title	Document/Section Number	Revision Date
Standard Operating & Maintenance Procedure Manual	Procedure 8.01	4/13/05

**Comments:**

SUBPART D – WELDING, NDT, and REPAIR /REMOVAL PROCEDURES		S	U	N/A	N/C
<b>Compliance with welding requirements for pipe replaced or repaired in the course of pipeline maintenance is required by §195.422 and §195.200.</b>					
195.402(c) 195.422	Welding must be performed by qualified welders using qualified welding procedures. .214(a)	x			
	Are welding procedures qualified in accordance with Sec. 5 of API 1104 or Section IX of ASME Boiler & Pressure Code? Amdt. 195-81 pub. 6/14/04, eff. 7/14/04.	x			
	Welding procedures must be qualified by destructive testing.	x			
	Each welding procedure must be recorded in detail including results of qualifying tests. .214(b)	x			
	Welders must be qualified in accordance with Section 6 of API Standard 1104 (19th Ed., 1999) or Section IX of the ASME Boiler and Pressure Vessel Code (2001 Ed.), except that a welder qualified under an earlier edition than listed in §195.3 may weld, but may not requalify under that earlier edition. .222(a)	x			
	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. .222(b)			X	
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?				
195.402(c) 195.422	Arc burns must be repaired. .226(a)	x			
	Do arc burn repair procedures require verification of the removal of the metallurgical notch by nondestructive testing? (Ammon. Persulfate). Pipe must be removed for non-repairable notches. .226(b)	x			
	The ground wire may not be welded to the pipe/fitting being welded. .226(c)	x			

**Washington Utilities and Transportation Commission  
Standard Inspection Report for Intrastate Hazardous Liquid Pipeline Systems  
Procedures and Plan Review**

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.

<b>SUBPART D – WELDING, NDT, and REPAIR /REMOVAL PROCEDURES</b>		<b>S</b>	<b>U</b>	<b>N/A</b>	<b>N/C</b>
<b>Nondestructive Testing Procedures</b>					
195.402(c) 195.422	Do procedures require welds to be nondestructively tested to ensure their acceptability according to <b>Section 9 of API 1104 (19th)</b> and as per <b>§195.228(b)</b> and per the requirements of <b>§195.234</b> in regard to the number of welds to be tested? <b>.195.228/.234</b>	x			
	Nondestructive testing of welds must be performed: <b>.234(b)</b>				
	1. In accordance with written procedures for NDT	x			
	2. By qualified personnel	x			
	3. By a process that will indicate any defects that may affect the integrity of the weld	x			
Records of the total number of girth welds and the number nondestructively tested, including the number rejected and the disposition of each rejected weld, must be maintained. <b>.266</b>	x				
<b>Repair or Removal of Weld Defect Procedures</b>					
195.402(c) 195.422	Welds that are unacceptable (Section 9 API 1104) must be removed and/or repaired. See <b>.228</b> and <b>.230</b> for exceptions. <b>.230</b>	x			

<b>Documentation Reviewed:</b>		
<b>Document Title</b>	<b>Document/Section Number</b>	<b>Revision Date</b>
Standard Operating & Maintenance Procedure Manual	Procedure 8.03	4/12/05
Standard Operating & Maintenance Procedure Manual	Procedure 12.02	2/15/02

**Comments:**  
Welders will be qualified if any welding is required.

<b>SUBPART E - PRESSURE TESTING PROCEDURES</b>		<b>S</b>	<b>U</b>	<b>N/A</b>	<b>N/C</b>
195.402(c) 195.422 480-93-420	Pipelines, and each pipeline segment that has been relocated, replaced, or otherwise changed, must be pressure tested without leakage (see <b>.302(b)</b> , <b>(c)</b> , and <b>.305(b)</b> for exceptions). <b>.302(a)</b>	x			
	Except for lines converted under <b>§195.5</b> , certain lines listed under this section may be operated without having been pressure tested per Subpart E. <b>.302(b)</b>	x			
	Have/are the below listed pipelines (excluding converted lines and lines covered under the risk assessment option in §195.303) being pressure tested per subpart E; or, was the MOP established prior to 12/7/98, using the prescribed pressure in 195.406(a)(5) [80% of the 4 hour documented test pressure, or 80% of the 4 hour documented operating pressure] ? <b>.302(c)</b>				
	- Interstate liquid lines constructed before 01/08/71 (excluding HVL onshore or low stress lines).			x	
	- Interstate liquid offshore gathering lines constructed before 08-01-77 (excluding low stress lines)			x	
	- Intrastate liquid lines constructed before 10/21/85 (excluding HVL onshore or low stress lines).	x			
	- Carbon dioxide lines constructed before 07/12/91 (excluding rural production field distribution or low stress lines).			x	

**Washington Utilities and Transportation Commission**  
**Standard Inspection Report for Intrastate Hazardous Liquid Pipeline Systems**  
**Procedures and Plan Review**

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.

<b>SUBPART E - PRESSURE TESTING PROCEDURES</b>		<b>S</b>	<b>U</b>	<b>N/A</b>	<b>N/C</b>
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. .304	x				
All pipe, all attached fittings, including components, must be pressure tested in accordance with §195.302. .305(a)	x				
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. .305(b)	x				
Appropriate test medium .306	x				
Pipe associated with tie-ins must be pressure tested. .308	x				
Test records must be retained for useful life of the facility. .310(a)	x				
Does the record required by paragraph (a) of this section include: .310(b)					
Pressure recording charts. .310(b)(1)	x				
Test instrument calibration data. .310(b)(2)	x				
Name of the operator, person responsible, test company used, if any. .310(b)(3)	x				
Date and time of the test. .310(b)(4)	x				
Minimum test pressure. .310(b)(5)	x				
Test medium. .310(b)(6)	x				
Description of the facility tested and the test apparatus. .310(b)(7)	x				
Explanation of any pressure discontinuities, including test failures, that appear on the pressure recording charts. .310(b)(8)	x				
Where elevation differences in the test section exceed 100 feet, a profile of the elevation over entire length of the test section must be included .310(b)(9)	x				
Temperature of the test medium or pipe during the test period. Amdt 195-78 pub. 9/11/03, eff. 10/14/03. .310(b)(10)	x				
Signature of certifying agent. WAC 480-75-420 (4)(b)	x				
Beginning and ending times of the test. WAC 480-75-420 (4)(c)	x				
Highest and lowest pressure achieved. WAC 480-75-420 (4)(e)	x				
Is report submitted to the commission 45 days prior to a hydro test, if test was used to raise the MOP (after 9/26/02)? WAC 480-75-620			x		

<b>Documentation Reviewed:</b>		
<b>Document Title</b>	<b>Document/Section Number</b>	<b>Revision Date</b>
Standard Operating & Maintenance Procedure Manual	Section 12.01	8/21/03

# Washington Utilities and Transportation Commission

## Standard Inspection Report for Intrastate Hazardous Liquid Pipeline Systems

### Procedures and Plan Review

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.

Comments:
-----------

SUBPART F - OPERATIONS & MAINTENANCE PROCEDURES		S	U	N/A	N/C
195.402(a)	a. Has the operator prepared a manual for normal operations & maintenance activities & handling abnormal operations & emergencies? .402	x			
	b. Procedures for reviewing the manual at intervals not exceeding 15 months, but at least each calendar year?	x			
	c. Appropriate parts must be kept at locations where O&M activities are conducted.	x			

Documentation Reviewed:		
Document Title	Document/Section Number	Revision Date
Standard operating and maintenance procedure	Section 3.06, 7.1	8/20/03

Comments:
-----------

SUBPART F - MAINTENANCE & NORMAL OPERATION PROCEDURES		S	U	N/A	N/C
195.402(a)	Written procedures must be followed to provide safety during maintenance and normal operations. Does the operator have procedures for: .402(c)				
	Has the operator determined which pipeline facilities are located in areas that would require an immediate response by the operator to prevent hazards to the public if the facilities failed or malfunctioned? .402(c)(4)			x	
	Analyzing pipeline accidents to determine their causes? .402 (c)(5)	x			
	Minimizing the potential for hazards identified under paragraph (c)(4) and minimizing the possibility of recurrence of accidents analyzed under paragraph (c)(5)? .402(c)(6)	x			
	Starting up and shutting down any part of the pipeline system in a manner designed to assure operation within limits prescribed by §195.406, considering the hazardous liquid or carbon dioxide in transportation, variations in the altitude along the pipeline, and pressure monitoring and control devices? .402(c)(7)	x			
	In the case of a pipeline that is not equipped to fail safe monitoring from an attended location pipeline pressure during startup until steady state pressure and flow conditions are reached and during shut-in to assure operation within limits prescribed by §195.406? .402(c)(8)			X*	
	In the case of facilities not equipped to fail safe that are identified under §195.402(c)(4) or that control receipt and delivery of hazardous liquid, detecting abnormal operating conditions by monitoring pressure, temperature, flow or other appropriate operational data and transmitting this data to an attended location? .402(c)(9)			X*	
	Abandoning pipeline facilities, including safe disconnection from an operating pipeline system, purging of combustibles, and sealing abandoned environmental hazards .402(c)(10)	x			
	Reporting abandoned pipeline facilities offshore, or onshore crossing commercially navigable waterways per §195.59.			X**	

# Washington Utilities and Transportation Commission

## Standard Inspection Report for Intrastate Hazardous Liquid Pipeline Systems

### Procedures and Plan Review

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.

SUBPART F - MAINTENANCE & NORMAL OPERATION PROCEDURES		S	U	N/A	N/C
	Minimizing the likelihood of accidental ignition of vapors in areas near facilities identified under paragraph (c)(4) of this section where the potential exists for the presence of flammable liquids or gases? .402(c)(11)			X***	
	Establishing and maintaining liaison with fire, police, and other appropriate public officials to learn the responsibility and resources of each hazardous liquid pipeline emergency. .402(c)(12)	x			
	Periodically reviewing the work done by operator's personnel to determine the effectiveness of the procedures used in normal operation and maintenance and taking corrective action where deficiencies are found? .402(c)(13)	x			
	Taking adequate precautions in excavated trenches to protect personnel from hazards of unsafe accumulations of vapor or gas, making available when needed at the excavation site, emergency rescue equipment, including a breathing apparatus and, a rescue harness and line. .402(c)(14)	x			

Documentation Reviewed:		
Document Title	Document/Section Number	Revision Date
Standard Operating & Maintenance Procedure Manual	Section 3	2/15/02
Pipeline Specific Operating Manual	F1040201 & FR1040203	7/25/02
Standard Operating & Maintenance Procedure Manual	Section 10.01	2/15/02
Standard Operating & Maintenance Procedure Manual	Section 3.04	2/15/02
Standard Operating & Maintenance Procedure Manual	Section 11.03	2/15/02

**Comments:**  
 \*Pipeline will fail safe  
 \*\*System does not cross navigable waterways  
 \*\*\*Ammonia is not considered flammable

MAINTENANCE & NORMAL OPERATION PROCEDURES CONT:		S	U	N/A	N/C
480-75-300	Providing leak detection under flow and no flow conditions and including a procedure for responding to alarm		x		
480-75-330	Responding to breakout tank overfill alarms			X*	
480-75-400	Backfilling pipe		x		
480-75-410	Using a holiday detector to check coating condition prior to backfilling	x			
480-75-460	100% Inspection of welds.		x		
480-75-550	Reviewing change in class location for pipelines installed after 9/26/2003.			X* *	
480-75-660(2)(a)(ii)	Providing a schedule of inspection and testing for mechanical and electrical components within the pipeline system	x			
480-75-660(2)(a)(iii)	Describing the process for ensuring structural integrity of the pipeline by in-line inspections, hydro testing or other appropriate technique				X***
480-75-660(2)(a)(iv)	Describing failsafe systems including emergency shutdown and isolation procedures	x			
480-75-660(2)(a)(v)	Describing emergency management training for operators		x		
480-75-660(2)(a)(vi)	Responding to earthquakes including threshold for line shutoff and restart procedures.		x		
480-75-660(2)(a)(vii)	Assessing impacts on the pipeline system due to landslides.			X!	

# Washington Utilities and Transportation Commission

## Standard Inspection Report for Intrastate Hazardous Liquid Pipeline Systems

### Procedures and Plan Review

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.

ABNORMAL OPERATION PROCEDURES (CONTROL CENTER FUNCTION)		S	U	N/A	N/C
195.402(a)	The O&M manual must contain written procedures to provide safety when operating design limits have been exceeded. Does the operator have procedures for: <b>.402(d)</b>				
	Responding to, investigating, and correcting the cause of: <b>.402(d)(1)</b>				
	i. Unintended closure of valves or shutdowns?	x			
	ii. An increase or decrease in pressure or flow rate outside normal operating limits?	x			
	iii. Loss of communications?	x			
	iv. The operation of any safety device?	x			
	v. Any other malfunction of a component, deviation from normal operation, or personnel error which could cause a hazard to persons or property?	x			
	Checking variations from normal operation after abnormal operations have ended at sufficient critical locations in the system to determine continued integrity and safe operations? <b>.402(d)(2)</b>	x			
	Correcting variations from normal operation of pressure and flow equipment controls? <b>.402(d)(3)</b>	x			
	Does operating personnel notify responsible operator personnel where notice of an abnormal operation is received? <b>.402(d)(4)</b>	x			
Periodically reviewing the response of operating personnel to determine the effectiveness of the procedures and taking corrective action where deficiencies are found? <b>.402(d)(5)</b>	x				

Documentation Reviewed:		
Document Title	Document/Section Number	Revision Date
Standard Operating & Maintenance Procedure Manual	Section 5.03	2/15/02
Pipeline Specific Operating Manual	Section HE010401	7/25/02
Pipeline Specific Operating Manual	Section F1040301 & HE010301	7/31/02
Standard Operating & Maintenance Procedure Manual	Section 3.06	8/20/03

**Comments:**  
 \*No breakout tanks in system  
 \*\*No new pipe constructed or anticipated to be constructed  
 \*\*\*Addressed in integrity management plan  
 !No landslide areas within system

EMERGENCY PROCEDURES		S	U	N/A	N/C
195.402(a)	The O&M manual must include written procedures to provide safety when an emergency condition occurs. Does the operator have procedures for: <b>.402(e)</b>				
	Receiving, identifying, and classifying notices of events which need immediate response by the operator or fire, police, or other, and notifying appropriate operator's personnel for corrective action? <b>.402(e)(1)</b>	x			
	Making a prompt and effective response to a notice of each type of emergency, fire, explosion, accidental release of hazardous liquid, operational failure, natural disaster affecting the pipeline? <b>.402(e)(2)</b>	x			
	Making personnel, equipment, instruments, tools, and materials available at the scene of an emergency? <b>.402(e)(3)</b>	x			
	Taking action; such as emergency shutdown or pressure reduction, to minimize release of liquid at a failure site? <b>.402(e)(4)</b>	x			
	Controlling the release of liquid at the failure site? <b>.402(e)(5)</b>	x			



**Washington Utilities and Transportation Commission  
Standard Inspection Report for Intrastate Hazardous Liquid Pipeline Systems  
Procedures and Plan Review**

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.

EMERGENCY PROCEDURES		S	U	N/A	N/C
	Minimizing the public .402(e)(6) exposure and accidental ignition, evacuation, and halting traffic on roads, railroads, etc.?	x			
	Notifying fire, police, and others of hazardous liquid emergencies and preplanned responses including HVLs? .402(e)(7)	x			
	Determining extent and coverage of vapor cloud and hazardous areas of HVLs by using appropriate instruments? .402(e)(8)	x			
	Post accident review of employees activities to determine if procedures were effective and corrective action was taken? .402(e)(9)	x			

Documentation Reviewed:		
Document Title	Document/Section Number	Revision Date
Standard Operating & Maintenance Procedure Manual	Procedure 3.04	2/15/02

**Comments:**

EMERGENCY RESPONSE TRAINING PROCEDURES (CONTROL CENTER & FIELD)		S	U	N/A	N/C
	Each operator shall establish and conduct a written continuing training program to instruct operating and maintenance personnel to: .403(a)				
	Carry out the emergency response procedures established under §195.402. .403(a)(1)	x			
	Know the characteristics and hazards of liquids or carbon dioxide transported, including in the case of HVL, flammability, of mixtures with air, odorless vapors, and water reactions. .403(a)(2)	x			
	Recognize conditions that are likely to cause emergencies; predict the consequences of malfunction or failures and take appropriate actions. .403(a)(3)	x			
	Take steps necessary to control any accidental release of hazardous liquid or carbon dioxide and to minimize the potential for fire, explosion, toxicity, or environmental damage. .403(a)(4)	x			
	Learn the potential causes, types, sizes, and consequences of fire and the appropriate use of portable fire extinguishers and other on-site fire control equipment, involving, where feasible, a simulated pipeline emergency condition. .403(a)(5)	x			
	Instructions to enable O&M personnel to recognize and report potential safety related conditions. .402(f)	x			
	At intervals not exceeding 15 months, but at least once each calendar year: .403(b)				
	Review with personnel their performance in meeting the objectives of the emergency response training program .403(b)(1)	x			
	Make appropriate changes to the emergency response training program .403(b)(2)	x			
	Require and verify that supervisors maintain a thorough knowledge of the emergency response procedures for which they are responsible. .403(c)	x			

Documentation Reviewed:		
Document Title	Document/Section Number	Revision Date
Standard Operating & Maintenance	Procedure 3.04	2/15/07

# Washington Utilities and Transportation Commission

## Standard Inspection Report for Intrastate Hazardous Liquid Pipeline Systems

### Procedures and Plan Review

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.

Procedure Manual		
Standard Operating & Maintenance Procedure Manual	Procedure 1.02	2/15/02

**Comments:**

MAPS and RECORDS PROCEDURES		S	U	N/A	N/C
<b>195.402(a) &amp; WAC 480-75-600</b>	Making construction records, maps, and operating history available as necessary for safe operation and maintenance. <b>.402(c)(1)</b>	x			
	Each operator shall maintain current maps and records of its pipeline system that include at least the following information: <b>.404(a)</b> Updated within 6 months <b>480-75-600</b>				
	Location and identification of the following facilities: <b>.404(a)(1)</b>				
	i. Breakout tanks			X*	
	ii. Pump stations		x		
	iii. Scraper and sphere facilities			X*	
	iv. Pipeline valves	x			
	v. Facilities to which <b>§195.402(c)(9)</b> applies	x			
	vi. Rights-of-way	x			
	vii. Safety devices to which <b>§195.428</b> applies	x			
	All crossings of public roads, railroads, rivers, buried utilities and foreign pipelines. <b>.404(a)(2)</b>	x			
	The maximum operating pressure of each pipeline. <b>.404(a)(3)</b>	x			
	The diameter, grade, type, and nominal wall thickness of all pipe. <b>.404(a)(4)</b>	x			
	Each operator shall maintain for at least <b>3 years</b> daily operating records for the following: <b>.404(b)</b>				
	The discharge pressure at each pump station. <b>.404(b)(1)</b>	x			
	Any emergency or abnormal operation to which the procedures under <b>§195.402</b> apply. <b>.404(b)(2)</b>	x			
	Each operator shall maintain the following records for the periods specified: <b>.404(c)</b>				
	The date, location, and description of each repair made on the pipe and maintain it for the <b>life of the pipe</b> . <b>.404(c)(1)</b>	x			
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>.404(c)(2)</b>	x				
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> . <b>.404(c)(3)</b>	x				

Documentation Reviewed:		
Document Title	Document/Section Number	Revision Date
Standard Operating & Maintenance Procedure Manual	Section 2.01	8/21/03

**Washington Utilities and Transportation Commission**  
**Standard Inspection Report for Intrastate Hazardous Liquid Pipeline Systems**  
**Procedures and Plan Review**

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.

**Comments:**  
 \*No breakout tanks, or receiver/launchers in system

MAXIMUM OPERATING PRESSURE PROCEDURES (MOP) - ALL SYSTEMS		S	U	N/A	N/C
195.402(a)	Except for surge pressures and other variations from normal operations, the MOP may not exceed any of the following: <b>.406(a)</b>				
	The internal design pressure of the pipe determined by §195.106. <b>.406(a)(1)</b>	x			
	The design pressure of any other component on the pipeline. <b>.406(a)(2)</b>	x			
	<b>80%</b> of the test pressure ( <b>Subpart E</b> ). <b>.406(a)(3)</b>	x			
	<b>80%</b> of the factory test pressure or of the prototype test pressure for any individual component. <b>.406(a)(4)</b>	x			
	<b>80%</b> of the test pressure or the highest operating pressure for a minimum of <b>4 hours</b> for a pipeline that has not been tested under <b>Subpart E</b> . <b>.406(a)(5)</b>	x			
	The pipeline may not be operated at a pressure that exceeds <b>110% of the MOP</b> during surges or other variations from normal operations: <b>.406(b)</b>	x			
	Adequate controls and protective equipment must be installed to prevent the pressure from exceeding <b>110%</b> of the <b>MOP</b> .	x			

Documentation Reviewed:		
Document Title	Document/Section Number	Revision Date
Standard Operating & Maintenance Procedure Manual	Section 7.01	2/15/02

**Comments:**

COMMUNICATION PROCEDURES (CONTROL CENTER)		S	U	N/A	N/C
.402(a)	Operator must have a communication system to provide for the transmission of information needed for the safe operation of its pipeline system. <b>.408(a)</b>	x			
	Does the communication system required by paragraph (a) include means for: <b>.408(b)</b>				
	Monitoring operational data as required by §195.402(c)(9). <b>.408(b)(1)</b>			x	
	Receiving notices from operator personnel, the public, and others about abnormal or emergency conditions and initiating corrective actions. <b>.408(b)(2)</b>	x			
	Conducting two-way vocal communication between a control center and the scene of abnormal operations and emergencies. <b>.408(b)(3)</b>			x	
	Providing communication with fire, police, and other appropriate public officials during emergency conditions, including a natural disaster. <b>.408(b)(4)</b>	x			

**Washington Utilities and Transportation Commission  
Standard Inspection Report for Intrastate Hazardous Liquid Pipeline Systems  
Procedures and Plan Review**

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.

<b>Documentation Reviewed:</b>		
<b>Document Title</b>	<b>Document/Section Number</b>	<b>Revision Date</b>
Standard Operating & Maintenance Procedure Manual	Section 3.02	2/15/02
PSOM Pipeline Specific Operating Manual		10/20/2004

**Comments:**  
System is fail safe and system is manually operated. No control room operation.

<b>LINE MARKER PROCEDURES</b>		<b>S</b>	<b>U</b>	<b>N/A</b>	<b>N/C</b>
<b>480-75-540</b>	Markers checked annually and replaced within 30 days	x			
<b>195.402(a)</b>	Line markers must be placed over each buried pipeline in accordance with the following: .410(a)	x			
	Located at each public road crossing, railroad crossing, and sufficient number along the remainder of each buried line so that its location is accurately known .410(a)(1)	x			
	Must have the correct characteristics and information .410(a)(2)	x			
	Must be placed where pipelines are aboveground in areas that are accessible to the public .410(c)	x			

<b>Documentation Reviewed:</b>		
<b>Document Title</b>	<b>Document/Section Number</b>	<b>Revision Date</b>
Standard Operating & Maintenance Procedure Manual	Section 4.02	8/14/03

**Comments:**

<b>INSPECTION RIGHTS-of -WAY &amp; CROSSINGS UNDER NAVIGABLE WATER PROCEDURES</b>		<b>S</b>	<b>U</b>	<b>N/A</b>	<b>N/C</b>
<b>480-75-540</b>	<b>Depth of Cover</b> - For pipelines constructed after 4/1/70, depth of cover surveys every five years or every three years for areas subject to erosion or subsoiling			x	
<b>195.402(a)</b>	Operator must inspect the right-of-way weekly (unless weather impedes flyovers when applicable) WAC 480-75-530	x			
	Operator must inspect each crossing under a navigable waterway to determine the crossing condition at intervals not exceeding 5 years. .412(b)			X*	

<b>Documentation Reviewed:</b>		
<b>Document Title</b>	<b>Document/Section Number</b>	<b>Revision Date</b>
Standard Operating & Maintenance Procedure Manual	Section 4.03	8/14/03

**Washington Utilities and Transportation Commission**  
**Standard Inspection Report for Intrastate Hazardous Liquid Pipeline Systems**  
**Procedures and Plan Review**

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.

**Comments:**  
 Line does not cross navigable waters,

<b>UNDERWATER INSPECTION PROCEDURES of OFFSHORE PIPELINES</b>		<b>S</b>	<b>U</b>	<b>N/A</b>	<b>N/C</b>
<b>195.402(a)</b>	Procedure to identify its pipelines in the Gulf of Mexico and its inlets in waters less than 15 feet (4.6 meters) that are at risk of being an exposed underwater pipeline or a hazard to navigation. Gathering lines of 4 ½ inches (114mm) nominal outside diameter or smaller are exempt. (Procedures must be in effect August 10, 2005.) <b>.413(a)</b>			x	
	Each operator shall conduct appropriate periodic underwater inspections of its pipelines in the Gulf of Mexico and its inlets in waters less than 15 feet (4.6 meters) deep as measured from mean low water based on the identified risk. <b>.413(b)</b>			x	
	When the operator discovers that a pipeline it operates is exposed on the seabed or constitutes a hazard to navigation, does the operator: <b>.413(c)</b>				
	Promptly, but no later than 24 hours after discovery, notify the NRC by phone. <b>.413(c)(1)</b>			x	
	Promptly, but not later than <b>7 days</b> after discovery, mark the location of the pipeline in accordance with <b>33 CFR Part 64</b> at each end of the pipeline segment and at intervals of not over <b>500 yards long</b> , except that a pipeline segment less than <b>200 yards long</b> need only be marked at the center. <b>.413(c)(2)</b>			x	
	Within <b>6 months</b> after discovery, or not later than <b>November 1</b> of the following year if the <b>6 month</b> period is after <b>November 1</b> of that year the discovery is made, place the pipeline so that the top of the pipe is <b>36 inches</b> below the seabed for normal excavation or <b>18 inches</b> for rock excavation. <b>.413(c)(3)</b>			x	
Offshore pipeline condition reports - must be filed within 60 days after the inspections <b>.57</b>			x		

**Documentation Reviewed:**

<b>Document Title</b>	<b>Document/Section Number</b>	<b>Revision Date</b>

**Comments:**  
 No offshore pipe in system

<b>VALVE MAINTENANCE PROCEDURES</b>		<b>S</b>	<b>U</b>	<b>N/A</b>	<b>N/C</b>
<b>195.402(a)</b>	Operator must maintain each valve that is necessary for the safe operation of its pipeline system in good working order at all times. <b>.420(a)</b>	x			
	Operator must inspect each mainline valve to determine that it is functioning properly at intervals not exceeding <b>7½ months</b> , but at least <b>twice</b> each calendar year. <b>.420(b)</b>	x			
	Operator must provide protection for each valve from unauthorized operation and from vandalism. <b>.420(c)</b>	x			

**Documentation Reviewed:**

<b>Document Title</b>	<b>Document/Section Number</b>	<b>Revision Date</b>
Standard Operating & Maintenance Procedure Manual	Section 6.01	2/15/02

# Washington Utilities and Transportation Commission

## Standard Inspection Report for Intrastate Hazardous Liquid Pipeline Systems

### Procedures and Plan Review

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.

**Comments:**

PIPELINE REPAIR PROCEDURES		S	U	N/A	N/C
<b>WAC 480-75-440</b>	Repairs made in accordance with ASME B31.4	x			
<b>195.402(a)</b>	Operator must, in repairing its pipeline systems, insure that the repairs are made in a safe manner and are made so as to prevent damage to persons and property. <b>.422(a)</b>	x			
	No operator may use any pipe, valve, or fitting, for replacement in repairing pipeline facilities, unless it is designed and constructed as required by this part. <b>.422(b)</b>	x			

**Documentation Reviewed:**

Document Title	Document/Section Number	Revision Date
Standard Operating & Maintenance Procedure Manual	Section 8.01	4/13/05

**Comments:**

PIPE MOVEMENT PROCEDURES		S	U	N/A	N/C
<b>480-75-500</b>	For evaluating pipe conditions during pipe movement including API 1117 stress calculations?		x		
<b>195.402(a)</b>	When moving any pipeline, the operator must reduce the pressure for the line segment involved to <b>50% of the MOP</b> . <b>.424(a)</b>	x			
	For <b>HVL lines joined</b> by welding, the operator must: <b>.424(b)</b>				
	Move the line when it does not contain <b>HVL</b> , unless impractical. <b>.424(b)(1)</b>	x			
	Have procedures under <b>§195.402</b> containing precautions to protect the public. <b>.424(b)(2)</b>	x			
	Reduce the pressure for the line segment involved to the lower of <b>50% of the MOP</b> or the lowest practical level that will maintain the <b>HVL</b> in a liquid state. ( <b>Minimum = V.P. + 50 psig</b> ) <b>.424(b)(3)</b>	x			
	For <b>HVL lines not joined</b> by welding, the operator must: <b>.424(c)</b>				
	Move the line when it does not contain <b>HVL</b> , unless impractical. <b>.424(c)(1)</b>			X*	
	Have procedures under <b>§195.402</b> containing precautions to protect the public. <b>.424(c)(2)</b>			X*	
Isolate the line to prevent flow of the <b>HVL</b> . <b>.424(c)(3)</b>			X*		

**Documentation Reviewed:**

Document Title	Document/Section Number	Revision Date
Standard Operating & Maintenance Procedure Manual	Section 9.03	2/15/02

**Washington Utilities and Transportation Commission  
Standard Inspection Report for Intrastate Hazardous Liquid Pipeline Systems  
Procedures and Plan Review**

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.

--	--	--

**Comments:**  
\*All pipe is welded pipe

<b>SCRAPER and SPHERE FACILITY PROCEDURES</b>		S	U	N/A	N/C
<b>195.402(a)</b>	Operator must have a relief device capable of safely relieving the pressure in the barrel before insertion or removal of scrapers or spheres. <b>.426</b>			x	
	Operator must have a suitable device to indicate that pressure has been relieved, or a means to prevent insertion.			x	

<b>Documentation Reviewed:</b>		
Document Title	Document/Section Number	Revision Date

**Comments:**  
No receiver/launcher in system

<b>OVERPRESSURE SAFETY DEVICE PROCEDURES</b>		S	U	N/A	N/C
<b>195.402(a)</b>	Operator must inspect and test each pressure limiting device, relief valve, pressure regulator, or other items of pressure control equipment to determine that it is functioning properly, in good mechanical condition, has adequate capacity, and is reliable. <b>.428(a)</b>	x			
	Operator must inspect and test overpressure safety devices at the following intervals:				
	1. <b>Non-HVL</b> pipelines at intervals not to exceed <b>15 months</b> , but at least once each calendar year.			x	
	2. <b>HVL</b> pipelines at intervals not to exceed <b>7½ months</b> , but at least <b>twice</b> each calendar year.	x			
	Operator must inspect and test relief valves on HVL breakout tanks at intervals not exceeding <b>5 years</b> . <b>.428(b)</b>			x	
	Aboveground 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. 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>.428(c)</b>			x	
After October 2, 2000, the requirements of paragraphs (a) and (b) of this section for inspection and testing of pressure control equipment apply to the inspection and testing of overfill protection systems. <b>.428(d)</b>			x		

<b>Documentation Reviewed:</b>		
Document Title	Document/Section Number	Revision Date
Standard Operating & Maintenance Procedure Manual	Section 6.02	2/15/02

# Washington Utilities and Transportation Commission

## Standard Inspection Report for Intrastate Hazardous Liquid Pipeline Systems

### Procedures and Plan Review

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.


**Comments:**  
 No breakout tanks in system, No non-HVL product delivered

FIREFIGHTING EQUIPMENT PROCEDURES		S	U	N/A	N/C
<b>195.402(a)</b>	Operator must maintain adequate firefighting equipment at each pump station and breakout tank areas. <b>.430</b>	x			
	The equipment must be:				
	a. In proper operating condition at all times.	x			
	b. Plainly marked so that its identity as firefighting equipment is clear.	x			
	c. Located so that it is easily accessible during a fire.	x			

Documentation Reviewed:		
Document Title	Document/Section Number	Revision Date
Standard Operating & Maintenance Procedure Manual	Section 11.04	2/15/02

**Comments:**

BREAKOUT TANK PROCEDURES		S	U	N/A	N/C
<b>195.402(a)</b>	Inspection of in-service breakout tanks. <b>(annually/ 15mo)</b> includes anhydrous ammonia and any other breakout tank that is not inspected per <b>432 (b) &amp; (c); .432(a)</b>			x	
	Each operator shall inspect the physical integrity of in-service atmospheric and low-pressure steel aboveground breakout tanks according to <b>section 6 of API Standard 653</b> . However, if structural conditions prevent access to the tank bottom, the bottom integrity may be assessed according to a plan included in the operations and maintenance manual under <b>§195.402(c)(3)</b> . -Owner/operator visual, external condition inspection interval n.t.e. one month. (more frequent inspections may be needed based on conditions at particular sites) -External inspection, visual, by an Authorized Inspector at least every five years or at the quarter corrosion rate life of the shell, whichever is less. -External ultrasonic thickness measurement of the shell based on the corrosion rate. If the corrosion rate is not known, the maximum interval shall be five years. <b>.432(b)</b>			x	
	Each operator shall inspect the physical integrity of in-service steel aboveground breakout tanks built to <b>API Standard 2510</b> according to <b>section 6 of API 510</b> . <b>.432(c)</b>			x	
	The intervals of inspection specified by documents referenced in paragraphs (b) and (c) of this section begin on <b>May 3, 1999</b> , or on the operator's last recorded date of the inspection, whichever is earlier. -Based on thickness of the tank bottom and the corrosion rate but n.t.e. 20 years. <b>.432(d)</b>			x	



**Washington Utilities and Transportation Commission  
Standard Inspection Report for Intrastate Hazardous Liquid Pipeline Systems  
Procedures and Plan Review**

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.

BREAKOUT TANK PROCEDURES			S	U	N/A	N/C
Note: For Break-out tank unit inspection, refer to Breakout Tank Form						

Documentation Reviewed:		
Document Title	Document/Section Number	Revision Date

**Comments:**  
No breakout tanks in system

SIGN PROCEDURES			S	U	N/A	N/C
* .402(a)	.434	Operator must maintain signs visible to the public around each pumping station and breakout tank area.	x			
		Signs must contain the name of the operator and a telephone number (including area code) where the operator can be reached at all times. Amdt 195-78 pub. 9/11/03, eff. 10/14/03.	x			

Documentation Reviewed:		
Document Title	Document/Section Number	Revision Date
Standard Operating & Maintenance Procedure Manual	Section 4.02	8/14/03

**Comments:**

SECURITY of FACILITY PROCEDURES			S	U	N/A	N/C
195.402(a)		Operator must provide protection for each pumping station and breakout tank area and other exposed facilities from vandalism and unauthorized entry. .436			x	

Documentation Reviewed:		
Document Title	Document/Section Number	Revision Date

**Comments:**

SMOKING OR OPEN FLAME PROCEDURES			S	U	N/A	N/C
195.402(a)		Operator must prohibit smoking and open flames in each pump station and breakout tank area where there is the possibility of the presence of hazardous liquids or flammable vapors. .438			x	

Documentation Reviewed:		

# Washington Utilities and Transportation Commission

## Standard Inspection Report for Intrastate Hazardous Liquid Pipeline Systems Procedures and Plan Review

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.

Document Title	Document/Section Number	Revision Date

**Comments:**

PUBLIC EDUCATION PROCEDURES		S	U	N/A	N/C
195.402(a)	Establishing a continuing educational program (in English and other pertinent languages) to better inform the public in how to recognize and report potential hazardous liquid or carbon dioxide pipeline emergencies [prior to June 20, 2006] .440	x			
	Public Awareness Program in accordance with API RP 1162 [HQ clearinghouse review after June 20, 2006] Amdt 195-83 pub. 5/19/05, eff. 06/20/05.				

**Comments:**

DAMAGE PREVENTION PROGRAM PROCEDURES			S	U	N/A	N/C
.402(a)	.442(a)	Is there a written program in place to prevent damage by excavation activities applicable to the operator's pipelines?	x			
	.442(b)	Does the operator participate in a qualified One-Call program?	x			
	.442(c)(1)	Include the identity, on a current basis, of persons who normally engage in excavation activities in the area in which the pipeline is located.	x			
	.442(c)(2)	Provide for notification to the public in the vicinity of the pipeline and actual notification to the persons identified in paragraph (c)(1) of this section of the following, as often as needed to make them aware of the damage prevention program:				
		i. The program's existence and purpose.	x			
		ii. How to learn the location of underground pipelines before excavation activities are begun.	x			
	.442(c)(3)	Provide a means of receiving and recording notification of planned excavation activities.	x			
	.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			
		Provide for marking of buried pipelines in the area of excavation activity within <b>2 business days</b> . RCW 19.122	x			
	.442(c)(6)	Provide as follows for inspection of pipelines that an operator has reason to believe could be damaged by excavation activities:				
		i. The inspection must be done as frequently as necessary during and after the activities to verify the integrity of the pipeline.	x			
		ii. In the case of blasting, any inspection must include leakage surveys.	x			

DAMAGE PREVENTION PROGRAM PROCEDURES (State Requirements)		S	U	N/A	N/C
	Terminating the flow of hazardous liquid in pipeline immediately upon receiving information of <u>third party damage</u> . RCW 19.122.035 (2)		x		
	Has the pipeline company visually inspected the damaged pipeline RCW 19.122.035 (2)		x		
	Has the pipeline company determined if the damaged pipeline should be repaired or replaced RCW 19.122.035 (2)		x		

**Washington Utilities and Transportation Commission  
Standard Inspection Report for Intrastate Hazardous Liquid Pipeline Systems  
Procedures and Plan Review**

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.

<b>Documentation Reviewed:</b>		
<b>Document Title</b>	<b>Document/Section Number</b>	<b>Revision Date</b>
Standard Operating & Maintenance Procedure Manual	Section 3.03	4/15/02
Standard Operating & Maintenance Procedure Manual	Section 3.01	2/15/02

**Comments:**

<b>CPM/LEAK DETECTION PROCEDURES</b>			<b>S</b>	<b>U</b>	<b>N/A</b>	<b>N/C</b>
<b>.402(a)</b>	<b>.444 &amp; WAC 480-75-300</b>	If a CPM system is installed, does the operator's procedures for the Computational Pipeline Monitoring (CPM) leak detection system comply with API 1130 in operating, maintaining, testing, record keeping, and dispatching training?			x	

<b>Documentation Reviewed:</b>		
<b>Document Title</b>	<b>Document/Section Number</b>	<b>Revision Date</b>

**Comments:**  
CPM system not used, Operator does have a leak detection system using a mass balance system.

<b>PIPELINE INTEGRITY MANAGEMENT IN HIGH CONSEQUENCE AREAS PROCEDURES</b>			<b>S</b>	<b>U</b>	<b>N/A</b>	<b>N/C</b>
<b>.452</b>	This form does not cover Liquid Pipeline Integrity Management Programs					

<b>SUBPART G - OPERATOR QUALIFICATION PROCEDURES</b>			<b>S</b>	<b>U</b>	<b>N/A</b>	<b>N/C</b>
<b>.501 -.509</b>	Refer to Operator Qualification Inspection Forms and Protocols (OPS web page)					

<b>SUBPART H - CORROSION CONTROL PROCEDURES 195.402(a)</b>			<b>S</b>	<b>U</b>	<b>N/A</b>	<b>N/C</b>
<b>195.402(a)</b>	Do procedures require that supervisors maintain a thorough knowledge of that portion of the corrosion control procedures for which they are responsible for insuring compliance? <b>.555</b>			x		
	Except bottoms of aboveground breakout tanks, each buried or submerged pipeline must have an external coating for external corrosion control if the pipeline is : <b>.557</b>					
	a) Constructed, relocated, replaced, or otherwise changed after the applicable dates : 3/31/70 - interstate pipelines excluding low stress 7/31/77 -interstate offshore gathering excluding low stress 10/20/85-intrastate pipeline excluding low stress 7/11/91- carbon dioxide pipelines 8/10/94 - low stress pipelines NOTE: This does not include the movement of pipe under <b>195.424</b> .		x			
	b) Converted under <b>195.5</b> and 1) Has an external coating that substantially meets <b>195.559</b> before the pipeline is placed in service or;				x	

# Washington Utilities and Transportation Commission

## Standard Inspection Report for Intrastate Hazardous Liquid Pipeline Systems

### Procedures and Plan Review

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.

SUBPART H - CORROSION CONTROL PROCEDURES 195.402(a)	S	U	N/A	N/C
2) Is a segment that is relocated, replaced, or substantially altered?			x	
<b>Coating Materials;</b> Coating material for external corrosion control must:				
a. Be designed to mitigate corrosion of the buried or submerged pipeline;				
b. Have sufficient adhesion to the metal surface to prevent under film migration of moisture;				
c. Be sufficiently ductile to resist cracking;	x			
d. Have enough strength to resist damage due to handling and soil stress;				
e. Support any supplemental cathodic protection; and				
f. If the coating is an insulating type, have low moisture absorption and provide high electrical resistance. <b>.559</b>				
a. All external pipe coatings required under <b>195.557</b> must be inspected just prior to lowering the pipe in the ditch or submerging the pipe.	x			
b. All coating damage discovered must be repaired.	x			
a. Is cathodic protection applied to pipelines that have been subjected to the conditions listed in <b>195.557(a) within one (1) year?</b> <b>.563</b>			x	
b. Each buried or submerged pipeline converted under <b>195.5</b> must have cathodic protection if the pipeline-				
1) Has cathodic protection that substantially meets <b>195.571</b> before the pipeline is placed in service, or			x	
2) Is a segment that is relocated, replaced, or substantially altered?			x	
c. All other buried or submerged pipelines that have an effective external coating must have cathodic protection.	x			
d. Bare pipelines, breakout tank areas, and buried pumping station piping must have cathodic protection in places where previous editions of this part required cathodic protection as a result of electrical inspections.			x	
e. Unprotected pipe must have cathodic protection if required by <b>195.573(b)</b> .			x	
Test leads installation and maintenance. <b>.567</b>	x			
For placement of test stations at casing? <b>WAC 480-75-340</b>	x			
Examination of Exposed Portions of Buried Pipelines. <b>.569</b>	x			
Examination of pipe prior to backfilling. <b>WAC 480-75-520</b>		x		
Cathodic protection must comply with one or more of the applicable criteria and other considerations for cathodic protection contained in paragraphs <b>6.2 and 6.3 of NACE Standard RP0169-96</b> (incorporated by reference). <b>.571</b>	x			
a. (1) Pipe to soil monitoring ( <b>annually / 15months</b> ). <b>.573</b>	x			
Separately protected short sections of bare ineffectively coated pipelines ( <b>every 3 years not to exceed 39 months</b> ).			x	
(2) <b>Before 12/29/2003 or not more than 2 years</b> after cathodic protection installed, whichever comes later, identify the circumstances in which a close-interval survey or comparable technology is practicable and necessary to accomplish the objectives of paragraph <b>10.1.1.3 of NACE RP0169-96</b> .	x			
b. Unprotected buried or submerged pipe must be evaluated and cathodically protected in areas in which active corrosion is found as follows;				
1) Determine areas of active corrosion by electrical survey (closely spaced pipe-to-soil survey), or where electrical survey is impractical, by other means that include review of analysis of leak repair and inspection records, corrosion monitoring records, exposed pipe inspection records, and the pipe environment			x	
2) <b>Before 12/29/2003 - at least once every 5 years not to exceed 63 months.</b> Beginning 12/29/2003 - at least <b>once every 3 years not to exceed 39 months.</b>			x	

**Washington Utilities and Transportation Commission**  
**Standard Inspection Report for Intrastate Hazardous Liquid Pipeline Systems**  
**Procedures and Plan Review**

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.

<b>SUBPART H - CORROSION CONTROL PROCEDURES 195.402(a)</b>		<b>S</b>	<b>U</b>	<b>N/A</b>	<b>N/C</b>
c.	Rectifiers, Reverse Current Switches, Diodes, Interference Bonds whose failure would jeopardize structural protection - at least 6 times each year, intervals not to exceed 2½ mos.	x			
d.	Inspect each cathodic protection system used to control corrosion on the bottom of an aboveground breakout tank to ensure that operation and maintenance of the system are in accordance with API Recommended Practice 651. (Not required if it is noted in the corrosion control procedures why compliance with all or certain operation and maintenance provisions of API Recommended Practice 651 is not necessary for the safety of the tank.)			x	
e.	Any deficiencies identified in corrosion control must be corrected as required by 195.401(b).	x			
	Remediation of corrosion system deficiencies initiated within 90 days of discovery WAC 480-75-510	x			
	Are there adequate provisions for electrical isolations? .575	x			
a.	For pipelines exposed to stray currents, is there a program to minimize the detrimental effects.	x			
b.	Design & install CP systems to minimize effects on adjacent metallic structures. .577				
a.	For pipelines that transport any hazardous liquid or carbon dioxide that would corrode the pipe, are corrosive effects investigated and adequate steps taken.	x			
b.	Internal Corrosion - Inhibitors - do procedures show that they are to be used in conjunction with coupons or other monitoring equipment to determine the effectiveness of the inhibitors in mitigating internal corrosion. .579	x			
	Coupons or other monitoring equipment must be examined at least 2 times each year, not to exceed 7 ½ months.			x	
c.	Whenever pipe is removed from a pipeline, the internal surface of the pipe must be inspected for evidence of corrosion as well as the adjacent pipe.	x			
	Are pipelines protected against Atmospheric Corrosion using required coating material? (See exception to this statement). .581	x			
	Atmospheric corrosion monitoring - .583				
	<b>ONSHORE</b> - At least once every 3 years but at intervals not exceeding 39 months.	x			
	<b>OFFSHORE</b> - At least once each year, but at intervals not exceeding 15 months.			x	
a.	Are procedures in place and are they followed to either reduce the MOP, or repair/replace pipe if general corrosion has reduced the wall thickness? .585	x			
b.	Are procedures in place and are they followed to either reduce the MOP, or repair/replace if localized corrosion has reduced the wall thickness?	x			
	Are applicable methods used in determining the strength of corroded pipe (ASME B-31G, RSTRENG)? .587	x			
	Corrosion Control Records Retention (Some are required for 5 yrs; Some are for the service life). .589	x			

<b>Documentation Reviewed:</b>		
<b>Document Title</b>	<b>Document/Section Number</b>	<b>Revision Date</b>
Standard Operating & Maintenance Procedure Manual	Section 5.03	2/15/02
Standard Operating & Maintenance Procedure Manual	Section 5.05	4/12/05
Standard Operating & Maintenance Procedure Manual	Section 5.04	4/12/05
Standard Operating & Maintenance Procedure Manual	Section 5.06	4/12/05
Standard Operating & Maintenance Procedure Manual	Section 5.02	12/2/03
Standard Operating & Maintenance	Section 5.01	12/2/03

**Washington Utilities and Transportation Commission**  
**Standard Inspection Report for Intrastate Hazardous Liquid Pipeline Systems**  
**Procedures and Plan Review**

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.

Procedure Manual		
Standard Operating & Maintenance Procedure Manual	Section 5.08	2/15/02

**Comments:**  
 No bare pipe in system

# STANDARD INSPECTION REPORT OF A LIQUID PIPELINE CARRIER

## Oil Pollution Act (49 CFR 194)

Field Verification of Facility Response Plan Information				Y	N	N/A
	Is there a copy of the approved Facility Response Plan present? [See Guidance OPA-1]					x
194.111	RSPA Tracking Number:		Approval Date:			
194.107	Are the names and phone numbers on the notification list in the FRP current?[OPA-2]					x
194.107	Is there written proof of a contract with the primary oil spill removal organization (OSRO)? [OPA-3]					x
194.107	Are there complete records of the operator's oil spill exercise program? [OPA-4]					x
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):

**Operator is not an oil handling facility**

### OPA Inspection Guidance

**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 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-04-03	August 18, 2004	Pipeline Safety: Unauthorized Excavations and the Installation of Third-Party Data Acquisition Devices on Underground Pipeline Facilities
ADB-04-05	November 26, 2004	Pipeline Safety: Operator Qualification Requirements
ADB-05-02	April 6, 2005	Pipeline Safety: Strapping Table Calibration for Pipeline Breakout Tank Operators
ADB-05-03	May 23, 2005	Pipeline Safety: Planning for Coordination of Emergency Response to Pipeline Emergencies
ADB-05-05	August 10, 2005	Pipeline Safety Advisory Bulletin - Inspecting and Testing Pilot-Operated Pressure Relief Valves
ADB-05-06	August 11, 2005	ADB-05-06 - Pipeline Safety - Countermeasures to Prevent Human Fatigue in the Control Room
ADB-06-01	January 17, 2006	Pipeline Safety: Notice to Operators of Natural Gas and Hazardous Liquid Pipelines To Integrate Operator Qualification Regulations into Excavation Activities

For more PHMSA Advisory Bulletins, go to <http://ops.dot.gov/regs/advise.htm>

### WUTC Advisory Bulletin

WUTC PSS AB 04-01 dated 10/24/04 **Maintenance of Impressed Current Cathodic Protection Systems**  
Is the operator aware of the advisory bulletin, and has the operator reviewed their Plans and Procedures to determine whether adequate processes are in place to ensure that impressed current cathodic protection systems are configured and labeled correctly? Y/N y