

PUBLIC AWARENESS PROGRAM EFFECTIVE INSPECTION SPECIFIC INFORMATION

Control Information

INSPECTION START DATE: 3/26/2012
 INSPECTION END DATE: 3/28/2012
 OPERATOR ID: 4400
 OPERATOR NAME: ELLENSBURG GAS DEPT, CITY OF
 STATE/OTHER ID: WA
 ACTIVITY RECORD ID NUMBER: 2586
 COMPANY OFFICIAL: Bob Titus
 COMPANY OFFICIAL STREET: 501 N. Anderson Street,
 COMPANY OFFICIAL CITY: Ellensburg
 COMPANY OFFICIAL STATE: WA
 COMPANY OFFICIAL ZIP: 98926
 COMPANY_OFFICIAL_TITLE: Energy Services Director
 PHONE NUMBER: (509) 962-7229
 FAX NUMBER: (509) 925-8662
 EMAIL ADDRESS: prues@ci.ellensburg.wa.us
 WEB SITE: ww.ci.ellensburg.wa.us
 TOTAL MILEAGE: 121
 TOTAL MILEAGE IN HCA: 0
 NUMBER OF SERVICES (DISTR): 4388
 ALTERNATE MAOP (80% RULE): 0
 NUMBER OF SPECIAL PERMITS: 0
 INITIAL DATE OF PAP: 5/1/2004
 TITLE OF CURRENT PAP: Damage Prevention and Public Awareness Plan
 CURRENT PAP VERSION: 10
 CURRENT PAP DATE: 10/1/2011
 DATE SUBMITTED FOR APPROVAL:
 DIRECTOR APPROVAL:
 APPROVAL DATE:

OPERATORS COVERED UNDER PROGRAM:

OPERATOR ID	NAME
4400	ELLENSBURG GAS DEPT, CITY OF

UNITS COVERED UNDER PROGRAM:

UNIT ID	NAME
4400	City of Ellensburg

PERSON INTERVIEWED	TITLE/ORGANIZATION	PHONE NUMBER	EMAIL ADDRESS
Steve Prue	Gas Engineer	(509) 962-7229	prues@ci.ellensburg.wa.us
Heather Forgey	Gas Engineering technician	(509) 925-8603	forgeyH@ci.ellensburg.wa.us

ENTITY NAME	PART OF PLAN AND/OR EVALUATION	PHONE NUMBER	EMAIL ADDRESS
APGA Goal Prorgam	Evaluations	(412) 381-6670	cgleditsch@questfore.com
Quest Fore	Evaluations	(412) 381-6670	cgleditsch@questfore.com

INSPECTOR REPRESENTATIVE(S)	PHMSA/STATE	REGION/STATE	EMAIL ADDRESS	LEAD
Patti Johnson	State	WA	pjohnson@utc.wa.gov	<input checked="" type="checkbox"/>

Mileage Covered by Public Awareness Program (by Company and State)

Based on the most recently submitted annual report, list each company and subsidiary separately, broken down by state (using 2-letter designation). Also list any new lines in operation that are not included on the most recent annual report. If a company has intrastate and/or interstate mileage in several states, use one row per state. If there both gas and liquid lines, use the appropriate table for intrastate and/or interstate.

Jurisdictional to Part 192 (Gas) Mileage (Intrastate)

COMPANY NAME	OPERATOR ID	PRODUCT TYPE	STATE	GATHERING	TRANSMISSION	DISTRIBUTION*	REMARKS (new?)
				INTRASTATE	INTRASTATE	INTRASTATE	
ELLENSBURG GAS DEPT, CITY OF	4400	natural gas	WA	0	0	121	

1. Supply company name and Operator ID, if not the master operator from the first page (i.e., for subsidiary companies).
2. Use OPS-assigned Operator ID. Where not applicable, leave blank or enter N/A
3. Use only 2-letter state codes in column #3, e.g., TX for Texas.
4. Enter number of applicable miles in all other columns. (Only positive values. No need to enter 0 or n/a.)
5. *Please do not include Service Line footage. This should only be MAINS.

Please provide a comment or explanation for inspection results for each question.

1. Administration and Development of Public Awareness Program

1.01 Written Public Education Program

Does the operator have a written continuing public education program or public awareness program (PAP) in accordance with the general program recommendations in the American Petroleum Institute's (API) Recommended Practice (RP) 1162 (incorporated by reference), by the required date, except for master meter or petroleum gas system operators?

- Verify the operator has a written public awareness program (PAP).
- Review any Clearinghouse deficiencies and verify the operator addressed previous Clearinghouse deficiencies, if any, addressed in the operator's PAP.
- Identify the location where the operator's PAP is administered and which company personnel is designated to administer and manage the written program.
- Verify the date the public awareness program was initially developed and published.

CODE REFERENCE: § 192.616 (h); § 195.440 (h)

- S - Satisfactory (explain)
- U - Unsatisfactory (explain)
- N/A - Not Applicable (explain)
- N/C - Not Checked (explain)

COMMENTS:

May 2004 Ellensburg had a damage prevention/education plan. It was a public education program with records going back to 1993.

Bullet 1 and 4. June 2006 the PAP was developed, published and implemented.

Bullet 2. Ellensburg does not have a copy of the clearinghouse information. However, Ellensburg does have a closure letter from the UTC stating the inspection was conducted and accepting Ellensburg PAP updates.

All records are kept in City of Ellensburg Gas office, Steve Prue, City Engineer, for the gas department is the PAP manager. Heather is a gas engineer tech and is responsible for 70% of the PA

1.02 Management Support

Does the operator's program include a statement of management support (i.e., is there evidence of a commitment of participation, resources, and allocation of funding)?

- Verify the PAP includes a written statement of management support.
- Determine how management participates in the PAP.
- Verify that an individual is named and identified to administer the program with roles and responsibilities.
- Verify resources provided to implement public awareness are in the PAP. Determine how many employees involved with the PAP and what their roles are.
- Determine if the operator uses external support resources for any implementation or evaluation efforts.

CODE REFERENCE: § 192.616 (a); § 195.440 (a), API RP 1162 Section 2.5 and 7.1

- S - Satisfactory (explain)
 - U - Unsatisfactory (explain)
 - N/A - Not Applicable (explain)
 - N/C - Not Checked (explain)

COMMENTS:

management support

Bullet 1. In PAP Bob Titus letter is commitment, (management support) on pg 10 of plan is funding and resources PAP says monitored and adjusted as required. Steve confirmed he budgets what is needed.

Bullet 2. Gas Engineers Is titled named and that is person Steve Prue. Steve Prue provides all management support if there was a need Bob Titus would become involved

Bullet 3. Employees invoved besides Steve Prue see section 14.2, states all employees are invoved. Following are all employees, Steve will name them by title in the plan

1. Heather Forgey, Engr Technician
2. Darren Larson, Opervations Supr
3. 7 crew members, provide education as often as necc.

Bullet 4. External Support is 3rd Party for survey work is Quest Fore

APGA GOAL - Gold Program

Note: Ellensburg can document many contacts with stakeholder that are not noted as a supplemental but are done. These contacts will be documented in the future.

1.03 Unique Attributes and Characteristics

Does the operator’s program clearly define the specific pipeline assets or systems covered in the program and assess the unique attributes and characteristics of the pipeline and facilities?

- Verify the PAP includes all of the operator’s system types/assets covered by PAP (gas, liquid, HVL, storage fields, gathering lines etc).
- Identify where in the PAP the unique attributes and characteristics of the pipeline and facilities are included (i.e. gas, liquids, compressor stations, valves, breakout tanks, odorizers).

CODE REFERENCE: § 192.616 (b); § 195.440 (b), API RP 1162 Section 2.7 and Section 4

<input checked="" type="radio"/> S - Satisfactory (explain) <input type="radio"/> U - Unsatisfactory (explain) <input type="radio"/> N/A - Not Applicable (explain) <input type="radio"/> N/C - Not Checked (explain)
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COMMENTS:

PAP, page 10 Section 14.6 states all attributes of the system are included. Ellensburg has gas maps off all assets.

1.04 Stakeholder Audience Identification

Does the operator’s program establish methods to identify the individual stakeholders in the four affected stakeholder audience groups: (1) affected public, (2) emergency officials, (3) local public officials, and (4) excavators, as well as affected municipalities, school districts, businesses, and residents?

- Identify how the operator determines stakeholder notification areas and distance on either side of the pipeline.
- Determine the process and/or data source used to identify each stakeholder audience.
- Select a location along the operator’s system and verify the operator has a documented list of stakeholders consistent with the requirements and references noted above.

- Affected public
- Emergency officials
- Public officials
- Excavators

CODE REFERENCE: § 192.616 (d), (e), (f); § 195.440 (d), (e), (f), API RP 1162 Section 2.2 and Section 3

<input checked="" type="radio"/> S - Satisfactory (explain) <input type="radio"/> U - Unsatisfactory (explain) <input type="radio"/> N/A - Not Applicable (explain) <input type="radio"/> N/C - Not Checked (explain)
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COMMENTS:

Yes, the operator’s program establish methods to identify the individual stakeholders

Bullet 1. No transmission, just the city distribution. Ellensburg is a municipality and notifies and identifies affected public as those individuals who receive any type of bill from the city (garbage, electric, water, and gas bills). List includes the city and annexed into the city locations.

Bullet 2. Section 14.7 Data sources used to identify the stakeholders audience are from the city records. From the city information, the Gas Dept has created a list of all entities and persons in each group. In addition, all excavators requesting locates, county fire dept, other municipalities public officials, police and/or sheriffs and fire depts

Bullet 3. city gas maps and at list mentioned in section 14.7 . Ellensburg has documented list of stakeholders

1.05 Message Frequency and Message Delivery

Does the operator’s program define the combination of messages, delivery methods, and delivery frequencies to comprehensively reach all affected stakeholder audiences in all areas in which the operator transports gas, hazardous liquid, or carbon dioxide?

• Identify where in the operator’s PAP the combination of messages, delivery methods, and delivery frequencies are included for the following stakeholders: (1) affected public (2) emergency officials (3) local public officials, and (4) excavators.

- Affected public
- Emergency officials
- Public officials
- Excavators

CODE REFERENCE: § 192.616 (f); § 195.440 (f), API RP 1162 Sections 3-5

- S - Satisfactory (explain)
- U - Unsatisfactory (explain)
- N/A - Not Applicable (explain)
- N/C - Not Checked (explain)

COMMENTS:

For Affected Public
 PAP Section 14.8
 Resource City billing lists
 message, frequently is annual, delivery method is mail

Supplemental

1. City of Ellensburg Public Works Dept has a Touch a Truck event for families (children). Many safety presentation, including informational board, handouts that include gas coloring book, gas activity book for children

Enhanced Supplement

2. Participation in Home Show
3. advertising banners at rodeo

Emergency Officials

Section 14.8.3
 message, frequency is annual,

Supplemental

- 1.started in 2009, and every year since, this year Jan, 2011 an invite to Safety Training Seminar, this year was luncheon
2. City of Ellensburg Public Works Dept has Tocuh a Truck event for families (children) Many safety presentation and booth including call before dig and gas safety.
3. Provide training to local fire, police and Kittcom (the county 911 dispatch center)

Public Officials

Section 14.8.4
 message, frequently is annual

Supplemental

1. started in 2009, this year Jan, 2011 an invite to Safety Training Seminar, this year was luncheon
2. City of Ellensburg Public Works Dept has Tocuh a Truck event for

families (children) Many safety presentation and booth including call before dig and gas safety. Ellensburg handed out colorful activity books, childrens scratch and sniff, crayons, call before you dig coloring book, and note pads

All Safety Training Seminar documented on Contractors Safety Training Seminar Sign in. Reviewed this.

Excavators

Section 14.8.5

message, frequently is annual, Also in Jan an invite to Safety Training Seminar

Supplemental:

For excavators, when locate requested the locator lets the office know if this is on going , new excavator in town or any special circumstances. The Engr Tech calls and arranges for city to be present when digging, this applies to city installed mail boxes, project crossing gas mains

1. started in 2009, this year Jan, 2011 an invite to Safety Training Seminar, this year was luncheon
2. City of Ellensburg Public Works Dept has Tocu a Truck event for families (children) Many safety presentation and booth including call before dig and gas safety. Ellensburg handed out colorful activity books, childrens scratch and sniff, crayons, call before you dig coloring book, and note pads

Note: In addition to the above activities,

1. Ellensburg visits each rental equipment company annually and reminds them to remind renters to call before the dig
2. carbon monide
3. how to check your meter

1.06 Written Evaluation Plan

Does the operator's program include a written evaluation process that specifies how the operator will periodically evaluate program implementation and effectiveness? If not, did the operator provide justification in its program or procedural manual?

- Verify the operator has a written evaluation plan that specifies how the operator will conduct and evaluate self-assessments (annual audits) and effectiveness evaluations.
- Verify the operator's evaluation process specifies the correct frequency for annual audits (1 year) and effectiveness evaluations (no more than 4 years apart).
- Identify how the operator determined a statistical sample size and margin-of-error for stakeholder audiences surveys and feedback.

CODE REFERENCE: § 192.616 (c),(i); § 195.440 (c),(i)

S - Satisfactory (explain)
 U - Unsatisfactory (explain)
 N/A - Not Applicable (explain)
 N/C - Not Checked (explain)

COMMENTS:

Section 14.20 is written effectiveness of this Program

Documentation:

Section 14.24 identified initial base line in 2007. All annuals since have been compared to it.

Documentation that compares the reports lacks clarity, however it is obvious from other documentation the annual review completed. Ellensburg committed to update annual review documentation.

The Annual survey APGA Gold program and Quest Fore is the administer it. Reviews Shows slight improvements. Ellensburg has a special condition in that 50% of the residents are college students and the population turns over annually. Because of the demographics it is hard to show actual % improvements for affected public or large % of improvement.

For Emergency Responders

During the 2009 review, it was determined that Kittcom (emergency notification center for area) did not notify gas dept of leak, etc only fire dept. The fire dept did not always notify the gas dept and made gas judgement calls without instruments and knowledge. This was Resolved in 2010, Steve showed meeting notes where Kittcom procedure was changed so that Kittcom calls all naturgas gas odor calls to fire dept first and then gas dept. This was always the Emergency Procedure found in the Emergency manual section 15. Steve documentations was emails showing result of meeting. Please note that this was identified in the PAP annual review but is bacacially a standard inspection concern.

Public Officials

Are kept in PAP loop see emergency responder above

Excavator shows continous improvement

In 2010 there were 3 third party damages and 2 main leaks and 10 service leaks.

In 2011 there were no 3rd party damages (even though number of locates requested went up 12%) and 1 main leak was found by crew and no service leaks.

how to conduct and evaluate self assessments (annual) pg 32 chart

Bullet 1. Ellensburg PAP written plan lacks clarity for conducting and evaluating self assessments. Ellensburg committed to improve plan.

Bullet 2.

PAP specifies the correct frequency for annual audits and effectiveness evaluations

Bullet 3.

not found in PAP but is in the contract with APGA GOAL - GOLD Program survey. Margin of error is + or - 5% for 95% accuracy.

Annual evals with supplemental activities are done by emails, meeting invites, and notes. No formal written annual eval for 2006, 2007 or 2008. The 4 year written evaluation was completed in 2009

Bullet 2

plan specifies annual audits section pg 10, section 14.5

plan specifies effectiveness eval section pg 10, section 14.5

*****Ellensburg's 4 yr evaluation was completed early see wording in API 8.4.2 *****

2. Program Implementation

2.01 English and other Languages

Did the operator develop and deliver materials and messages in English and in other languages commonly understood by a significant number and concentration of non-English speaking populations in the operator's areas?

- Determine if the operator delivers material in languages other than English and if so, what languages.
- Identify the process the operator used to determine the need for additional languages for each stakeholder audience.
- Identify the source of information the operator used to determine the need for additional languages and the date the information was collected.

CODE REFERENCE: § 192.616 (g); § 195.440 (g), API RP 1162 Section 2.3.1

<input checked="" type="radio"/> S - Satisfactory (explain) <input type="radio"/> U - Unsatisfactory (explain) <input type="radio"/> N/A - Not applicable (explain) <input type="radio"/> N/C - Not Checked (explain)
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COMMENTS:

Bullet 1. English is only language used at this time. Census shows English primary languages, all other languages equal 6% of Ellensburg population.

Bullet 2. Ellensburg uses census information to determine need for additional languages.

Bullet 3. 10-2011 was last time census data checked.

2.02 Message Type and Content

Did the messages the operator delivered specifically include provisions to educate the public, emergency officials, local public officials, and excavators on the:

- Use of a one-call notification system prior to excavation and other damage prevention activities;
- Possible hazards associated with unintended releases from a gas, hazardous liquid, or carbon dioxide pipeline facility;
- Physical indications of a possible release;
- Steps to be taken for public safety in the event of a gas, hazardous liquid, or carbon dioxide pipeline release; and
- Procedures to report such an event (to the operator)?

- Verify all required information was delivered to each of the primary stakeholder audiences.
- Verify the phone number listed on message content is functional and clearly identifies the operator to the caller.

- Affected public
- Emergency officials
- Public officials
- Excavators

CODE REFERENCE: § 192.616 (d), (f); § 195.440 (d), (f)

<input checked="" type="radio"/> S - Satisfactory (explain) <input type="radio"/> U - Unsatisfactory (explain) <input type="radio"/> N/A - Not applicable (explain) <input type="radio"/> N/C - Not Checked (explain)
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COMMENTS:

Yes all stakeholder groups included

Bullet 1, 2, 3, 4 and 5 Damage prevention is part of all messages for each group: includes Possible hazards associated with unintended release of gas, Physical indications of possible release: steps to be taken: and procedures to report to 911 or gas dept

Bullet 6. Reviewed the 16 information samples in back of PAP plan, Reviewed more current examples. Also, Ellensburg has copy of every type of material used since 2005. It is called RP1162-Information and Events record Master List. This material was developed and used when Ellensburg sees an opportunity to educate all stakeholder groups. Note a copy has been cut and pasted into the summary

Note documentation is mailing cost,

Bullet 7.

Called the 509 962 7124 the energy services for city and they would have dispatched serviceman after asking me to leave the home until the serviceman got there if it was an inside leak. Dispatcher name is Beth.

2.03 Messages on Pipeline Facility Locations

Did the operator develop and deliver messages to advise affected municipalities, school districts, businesses, and residents of pipeline facility location?

- Verify that the operator developed and delivered messages advising municipalities, school districts, businesses, residents of pipeline facility locations.

CODE REFERENCE: § 192.616 (e)(f); § 195.440 (e)(f)

- S - Satisfactory (explain)
 - U - Unsatisfactory (explain)
 - N/A - Not applicable (explain)
 - N/C - Not Checked (explain)

COMMENTS:

Ellensburg is municipality and did advice all parties there are gas mains.

Bullet 1. Operator developed and delivered messages advising all groups mentioned in question. All addressed previously in this form I

2.04 Baseline Message Delivery Frequency

Did the operator's delivery for materials and messages meet or exceed the baseline frequencies specified in API RP 1162, Table 2-1 through Table 2.3? If not, did the operator provide justification in its program or procedural manual?

- Identify message delivery (using the operator's last five years of records) for the following stakeholder audiences:

- Affected public
- Emergency officials
- Public officials
- Excavators

CODE REFERENCE: § 192.616 (c); § 195.440 (c)

- S - Satisfactory (explain)
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 - N/A - Not applicable (explain)
 - N/C - Not Checked (explain)

COMMENTS:

Ellensburg met the baseline frequencies specified in API RP 1162, Table 2-1 through Table 2.3

See Records Events in Summary of this form

2.05 Considerations for Supplemental Program Enhancements

Did the operator consider, along all of its pipeline systems, relevant factors to determine the need for supplemental program enhancements as described in API RP 1162 for each stakeholder audience?

- Affected public
- Emergency officials
- Public officials
- Excavators

Determine if the operator has considered and/or included other relevant factors for supplemental enhancements.

CODE REFERENCE: § 192.616 (c); § 195.440 (c), API RP 1162 Section 6.2

<ul style="list-style-type: none"><input checked="" type="radio"/> S - Satisfactory (explain)<input type="radio"/> U - Unsatisfactory (explain)<input type="radio"/> N/A - Not applicable (explain)<input type="radio"/> N/C - Not Checked (explain)

COMMENTS:

Yes, mentioned in previous questions, the following are several supplement enhancements

1. Safety Training Seminar for contractor luncheon
2. the Touch a truck for children general education
3. carbon monoxide for children
4. newspaper what to do to protect your meter
5. how to identify and report leak/emergency

2.06 Maintaining Liaison with Emergency Response Officials

Did the operator establish and maintain liaison with appropriate fire, police, and other public officials to: learn the responsibility and resources of each government organization that may respond, acquaint the officials with the operator’s ability in responding to a pipeline emergency, identify the types of pipeline emergencies of which the operator notifies the officials, and plan how the operator and other officials can engage in mutual assistance to minimize hazards to life or property?

- Examine the documentation to determine how the operator maintains a relationship with appropriate emergency officials.
- Verify the operator has made its emergency response plan available, as appropriate and necessary, to emergency response officials.
- Identify the operator’s expectations for emergency responders and identify whether the expectations are the same for all locations or does it vary depending on locations.
- Identify how the operator determined the affected emergency response organizations have adequate and proper resources to respond.
- Identify how the operator ensures that information was communicated to emergency responders that did not attend training/information sessions by the operator.

CODE REFERENCE: § 192.616 (c), § 195.440 (c), API RP 1162 Section 4.4

<input checked="" type="radio"/> S - Satisfactory (explain) <input type="radio"/> U - Unsatisfactory (explain) <input type="radio"/> N/A - Not applicable (explain) <input type="radio"/> N/C - Not Checked (explain)
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COMMENTS:

Ellensburg established and maintains liaison with appropriate fire, police, and other public officials. Ellensburg committed to better document how the relationships are maintained

Bullet 1. Relationship between department 's because fire dept is now the county fire and rescues dept work for the city. So city/county covered. City's Formal procedure dictates how each dept informed by other dept. Ellensburg is a municipality and they have a working relationship will fire and police department. In addition to city documentation, Ellensburg committed to document how the relationships are specifically maintained in the gas department.

Bullet 2. Emergency response plan is on Ellensburg internal "Y" drive. Fire department is now combined with other external agencies and is Kitatias Valley Fire and resue. Ellensburg city police have access to Y drive and to emergency manual. Ellensburg provided county fire depts with hard copy of emergency manual. Ellensburg granted internal "Y" drive access unsure if access has been completed. Actually this is the whole Operations and Maintnace Manual, Emergency Repsonse is Section 15

Bullet 3: all expectation for emergency responders is in Emergency Plan section are the same. Expectiations depends on what emergency is. Department Assist each dept as requested. In PA Ellensburg will list expectations. All Discussed in Kittitas Table top training. the emergency procedure O&M section 15.1.10.C
 1. Reviewed Kittitas Valley Fire and Rescue table top exercise from Jan 2010
 2. 2010 fire dept meeting

3 2007 FIMA, and Fire Chief meeting

Bullet 4: Ellensburg determined the affected emergency response organizations have adequate and proper resources to respond from various meetings

bullet 5. mailings and annual training. Annual training, usually table tops are scheduled for 3 sessions in order to accomadate everyone's schedules

3. Program Evaluation & Continuous Improvement (Annual Implementation Audits)

3.01 Measuring Program Implementation

Has the operator performed an audit or review of its program implementation annually since it was developed? If not, did the operator provide justification in its program or procedural manual?

- Verify the operator performed an annual audit or review of the PAP for each implementation year.

CODE REFERENCE: § 192.616 (c), (i); § 195.440 (c), (i), API RP 1162 Section 8.3

- S - Satisfactory (explain)
- U - Unsatisfactory (explain)
- N/A - Not applicable (explain)
- N/C - Not Checked (explain)

COMMENTS:

City of Ellensburg has reveiwed it PAP. performed an annual audit, PAP has been updated annually on 6-2006, 4-2007, revised 5-2008, reviewed 11-2008, reviewed 5-2009, reviewed and revised 3-2010, revised 4-2011 and revised 11-2001.

Ellensburg has performed an annual audit of program implementation and supplemental improvements. Currently, the documentation is pulled from many sources. In the future Ellensburg will have written report that includes all material. The main source for all stakeholder groups is found in the Ellensburg Infromation Events attachment. Going forward Ellensburg will Make written annual report that capture all information in one place. As they did in effectiveness evaluation and PAP will include more detail of the procedure.

3.02 Acceptable Methods for Program Implementation Audits

Did the operator use one or more of the three acceptable methods (i.e., internal assessment, 3rd-party contractor review, or regulatory inspections) to complete the annual audit or review of its program implementation? If not, did the operator provide valid justification for not using one of these methods?

- Determine how the operator conducts annual audits/reviews of its PAP.

CODE REFERENCE: § 192.616 (c); § 195.440 (c), API RP 1162 Section 8.3

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- N/C - Not Checked (explain)

COMMENTS:

Third Party (APGA GOAL -Gold Survey and Quest FORE administers GOAL survey) and internal records are used

In PAP section 14.20 for annual audits

In PAP section 14.20 for effectiveness evaluations. Plan states must have information regarding reaching intended audience - found in report under survey section. NOTE: Ellensburg is college town and 50% of the population is transient college students. There fore, constant improvement with this segment is not possible therefore, overall improvement is low.

Plan states must review group meeting. Review and compare attendance to previous, have sign lists, main focus in always damage prevention, include safety. Ask group what topic they would like to kown more about next year

PAP states GOAL Survey. Gold recaps % of answers to each question. This is a 100% sample of each audience, confirming their receipt of materials and assessing their understanding of message in Each years Safety Aswareness Study Report . Ellensburg has chart of accumulative year by year results.

Note: GOAL sends Safety Awareness Study Report of all companies included in their studies and Ellensburg makes chart comparing themselves to Ellensburg previous reports, and annual chart and in that chart also breaks down responses from gas customers and non gas customers in the affected public stakeholder group

Annual reviews are good. Documentation will be more detailed

3.03 Program Changes and Improvements

Did the operator make changes to improve the program and/or the implementation process based on the results and findings of the annual audit? If not, did the operator provide justification in its program or procedural manual?

- ☑ Determine if the operator assessed the results of its annual PAP audit/review then developed and implemented changes in its program, as a result.
- ☑ If not, determine if the operator documented the results of its assessment and provided justification as to why no changes were needed.

CODE REFERENCE: § 192.616 (c); § 195.440 (c), API RP 1162 Section 8.3

- S - Satisfactory (explain)
- U - Unsatisfactory (explain)
- N/A - Not applicable (explain)
- N/C - Not Checked (explain)

COMMENTS:

PAP Section 14.21. Wording committed to clarify in PAP for annual review process. Ellensburg makes changes to improve the program based on the annual review. In the annual review supplemental information is requested and suggested.

Ellensburg did assess the results of its annual PAPs and then developed and implemented changes in the program. In the annual/effectiveness evaluation for 2009 the following year(s) were reviewed. In addition to the GOLD report review Ellensburg looked at possible web training for gas safety at all levels and in schools, have gas safety competition for students, additional gas safety information of city web page, continue to increase the numbers attending the Safety Training Seminar.

4. Program Evaluation & Continuous Improvement (Effectiveness Evaluations)

4.01 Evaluating Program Effectiveness

Did the operator perform an effectiveness evaluation of its program (or no more than 4 years following the effective date of program implementation) to assess its program effectiveness in all areas along all systems covered by its program? If not, did the operator provide justification in its program or procedural manual?

- ☑ Verify the operator conducted an effectiveness evaluation of its program (or no more than 4 years following the effective date of program implementation).
- ☑ Document when the effectiveness evaluation was completed.
- ☑ Determine what method was used to perform the effectiveness evaluation (in-house, by 3rd party contractor, participation in and use the results of an industry group or trade association).
- ☑ Identify how the operator determined the sample sizes for audiences in performing its effectiveness evaluation.

CODE REFERENCE: § 192.616 (c); § 195.440 (c), API RP1162 Section 8.4

- S - Satisfactory (explain)
- U - Unsatisfactory (explain)
- N/A - Not Applicable (explain)
- N/C - Not Checked (explain)

COMMENTS:

Annual Effectiveness report completed early in Nov 2009. The effectiveness report evaluation was conducted on 11/12/2009.

bullet 3. method used was 3rd party GOAL program and internal audit and review of GOAL program.

APGA GOAL Program - GOLD uses 100% of contacts. Record answers from those who complete survey. More than required for statistical sample with a +/- margin of error. In 2011, 8015 homes were called.

525 completed entire survey. 6.55% of all households (25% of completed entire survey).

4.02 Measure Program Outreach

In evaluating effectiveness, did the operator track actual program outreach for each stakeholder audience within all areas along all assets and systems covered by its program? If not, did the operator provide justification in its program or procedural manual?

- ☑Examine the process the operator used to track the number of individuals or entities reached within each intended stakeholder audience group.
- ☑Determine the outreach method the operator used to perform the effectiveness evaluation (e.g., questionnaires, telephone surveys, etc).
- ☑Determine how the operator determined the statistical sample size and margin-of-error for each of the four intended stakeholder audiences.

- [] Affected public
- [] Emergency officials
- [] Public officials
- [] Excavators

CODE REFERENCE: § 192.616 (c); § 195.440 (c), API RP 1162 Section 8.4.1

- S - Satisfactory (explain)
- U - Unsatisfactory (explain)
- N/A - Not Applicable (explain)
- N/C - Not Checked (explain)

COMMENTS:

PAP section 14.11 . Process used to track number of individual and entities within each intended stakeholder audience group was by using all city billing records for addresses and by newspaper, radio, fairs, safety seminars, etc for any that may have been missed. i.e. Vacant lot property owners and the 50 homes that are on county rd between city and anneed city

The outreach method the operator used to perform the effectiveness evaluation was telephone surveys, feedback at safety seminar on report called 2012 KCUCC Contractors Safety Trainin Seminar Survey. At gas safety meetings feedback is collected but it is found in safety meeting minutes and although it is used for PA it is not documented in program. It will be in the future

bullet 3 quote from APGA GOAL contract for surveys. "For systems with 7000 meters or fewer that means 100% of customers plus an equal number of non cutomers. Ellensbusrg 4400 gas customers. Therefore 8800 customers and non gas customers are surveyed. In 2011, 8015 homes were called. 525 completed entire survey. 6.55% of all households (25% of completed entire survey).

GOAL provides 95% accuracy survey +/- 5% accuracy

4.03 Measure Percentage Stakeholders Reached

Did the operator determine the percentage of the individual or entities actually reached within the target audience within all areas along all systems covered by its program? If not, did the operator provide justification in its program or procedural manual?

- Document how the operator determined the statistical sample size and margin-of-error for each of the four intended stakeholder audiences.
- Document how the operator estimated the percentage of individuals or entities actually reached within each intended stakeholder audience group.

- Affected public
- Emergency officials
- Public officials
- Excavators

CODE REFERENCE: § 192.616 (c); § 195.440 (c), API RP 1162 Section 8.4.1

- S - Satisfactory (explain)
- U - Unsatisfactory (explain)
- N/A - Not Applicable (explain)
- N/C - Not Checked (explain)

COMMENTS:

100% reached except for empty land owners living out of state

bullet 1. quote from GOAL form contract " measurement with a 95% confidences level and an error rate of + or - of 5%"

bullet 2. City of Ellensburg cannot break out each group, however because it is a municipality all stakeholder groups mailings are covered in the affected public. The affected public group includes all stakeholder groups.

The exception to this is excavator living outside the city limits. Reviewed the list of all excavators and material sent. This is list has 444 names. Only the portion of those who have Ellensburg address are included in the GOAL survey. Reviewed doc for mailing

4.04 Measure Understandability of Message Content

In evaluating effectiveness, did the operator assess the percentage of the intended stakeholder audiences that understood and retained the key information in the messages received, within all areas along all assets and systems covered by its program? If not, did the operator provide justification in its program or procedural manual? (Reference: § 192.616 (c); § 195.440 (c), API RP 1162 Section 8.4.2)

- ☑Examine the operator’s evaluation results and data to assess the percentage of the intended stakeholder audience that understood and retained the key information in each PAP message.
- ☑Verify the operator assessed the percentage of the intended stakeholder audience that (1) understood and (2) retained the key information in each PAP message.
- ☑Determine if the operator pre-tests materials.

- [] Affected public
- [] Emergency officials
- [] Public officials
- [] Excavators

CODE REFERENCE: § 192.616 (c); § 195.440 (c), API RP 1162 Section 8.4.2

- S - Satisfactory (explain)
- U - Unsatisfactory (explain)
- N/A - Not Applicable (explain)
- N/C - Not Checked (explain)

COMMENTS:

bullet 1. cannot break down each stakeholder group.
 * all groups are in affected public survey called. All groups in affected public because all addressed in some type of city mailing. *Emergency Response and Public officials attend the Contractors Safety Seminar. There is a sign in sheet and questionnaire filled out at the end of the meeting. Understanding is determined from survey and questionnaire and recapped for all 3 groups (excavators, emergency response and public officials) in the 2012 KCUCC contractors Safety Training Seminar. From this group other municipalities, etc are represented. All groups have understood and from comments retained information.

Bullet 2. Excavators, emergency officaials and public officials who understood from the Safety training seminar and of those who atteneded 100% meeting, this was determined by answers on questionnaire. All excavators, emergency official and public officials receive invitation to the Safety seminar. From survey chart it is obvious customers and non customers understood but the % of each group not broken out. *****Ellensburg does have the information available to break out% and will do in future

Bullett 3 Operator has internal review instead of pre tests. Currently, focus group is under review.

4.05 Measure Desired Stakeholder Behavior

In evaluating its public awareness program effectiveness, did the operator attempt to determine whether appropriate preventive behaviors have been understood and are taking place when needed, and whether appropriate response and mitigative behaviors would occur and/or have occurred? If not, did the operator provide justification in its program or procedural manual?

- ☑Examine the operator’s evaluation results and data to determine if the stakeholders have demonstrated the intended learned behaviors.
- ☑Verify the operator determined whether appropriate prevention behaviors have been understood by the stakeholder audiences and if those behaviors are taking place or will take place when needed.

- [] Affected public
- [] Emergency officials
- [] Public officials
- [] Excavators

CODE REFERENCE: § 192.616 (c); § 195.440 (c), API RP 1162 Section 8.4.3

<ul style="list-style-type: none"> <input checked="" type="radio"/> S - Satisfactory (explain) <input type="radio"/> U - Unsatisfactory (explain) <input type="radio"/> N/A - Not Applicable (explain) <input type="radio"/> N/C - Not Checked (explain)
--

COMMENTS:

bullet 1. Excavators: 0 in 2011, 1 in 2010 and 3 in 2009 for excavators

Excavator example: Ellensburg and PSE both have gas in the several areas. To eliminate locating problems Ellensburg and PSE have had meetings. PSE and Ellensburg have developed process to deal with over lap locating areas and prevent confusion of marks and prevent dig ins

2. Emergency responders and kittcom. Current policy clarification that Kittcom notifies gas dept after fire dept is notified.

3. Public Officials: internal ellensburg issue, the public works/gas have process that whenever locates involve gas lines the gas department techis notified. They make an appointment for gas servicesman with the excavator to have gas personnel on site when the line is exossed. Gas personnel inspect the exposed pipe which is good for gas opertions and provides education to excavators.

Bullett 2. see bullett one for behaviors and preventative behaviors are taking place but documentation needs detail. All documented in various place and documention review will happen to ensure clarity of procedure.

4.06 Measure Bottom-Line Results

In evaluating its public awareness program effectiveness, did the operator attempt to measure bottom-line results of its program by tracking third-party incidents and consequences including: (1) near misses, (2) excavation damages resulting in pipeline failures, (3) excavation damages that do not result in pipeline failures? Did the operator consider other bottom-line measures, such as the affected public's perception of the safety of the operator's pipelines? If not, did the operator provide justification in its program or procedural manual?

- ☑Examine the operator’s process for measuring bottom-line results of its program.
- ☑Verify the operator measured bottom-line results by tracking third-party incidents and consequences.
- ☑Determine if the operator considered and attempted to measure other bottom-line measures, such as the affected public’s perception of the safety of the operator’s pipelines. If not, determine if the operator has provided justification in its program or procedural manual for not doing so.

CODE REFERENCE: § 192.616 (c); § 195.440 (c), API RP 1162 Section 8.4.4

- S - Satisfactory (explain)
- U - Unsatisfactory (explain)
- N/A - Not Applicable (explain)
- N/C - Not Checked (explain)

COMMENTS:

Ellensburg has measured excavation bottom line damage and it has decreased in all areas.

Bullet 1. PAP section 14.20 B for measuring bottom line results

Bullet 2. Ellensburg track 3rd party damage, they use number on annaul report. That number is obtained from leak investigations report, exposed metal pipe report damage, safety meeting minutes for gas hit with no leak,

bullet 3. Ellensburg considered and attempted to measure bottom line of publc's perception of pipeline safety. Doc is the phone survey question 18. regarding having adequate gas safety information. A question will be added to the Safty Seminar survey regarding the perception of ellensburg gas system.

4.07 Program Changes

Did the operator identify and document needed changes and/or modifications to its public awareness program(s) based on the results and findings of its program effectiveness evaluation? If not, did the operator provide justification in its program or procedural manual?

- ☑Examine the operator’s program effectiveness evaluation findings.
- ☑Identify if the operator has a plan or procedure that outlines what changes were made.
- ☑Verify the operator identified and/or implemented improvements based on assessments and findings.

CODE REFERENCE: § 192.616 (c), § 195.440 (c), API RP 1162 Section 2.7 Step 12 and 8.5

- S - Satisfactory (explain)
- U - Unsatisfactory (explain)
- N/A - Not Applicable (explain)
- N/C - Not Checked (explain)

COMMENTS:

Ellensburg has made program changes based on it effectiveness evaluation.

1. use city web site, documented by print outs of site, and emails
2. contractor safety seminar,, continuing to grow in attendance.
3. Ellensburg partaicipation in 2 local one call orgainzation Yakima and Kittatas Valley

Bullet 1.
done

Bullet 2. has effectness eval for changes. Ellensburg committed to improve documentation

Bullet 3.
implementation but because of poor documentation had to use other sources for complete documentaqtion. Other proposed improvements are still being evaluated.

5. Inspection

SUMMARY:

Following is all the supplement and enhanced supplemental material the City of Enumclaw has used. All are documented.

- 1993
- May 1993
- Residents Along the Distribution System☑Call Before You Dig
- LDC Customers☑Call Before You Dig
- Emergency Officials☑Call Before You Dig
- Excavators/Contractors☑Call Before You Dig
- Fire Department☑Pipeline Purpose and Reliability
- Fire Department☑Awareness of Hazards and Prevention Measures Undertaken
- Fire Department☑Leak Recognition and Response
- Fire Department☑How to get Additional Information
- Fire Department☑Who to Contact
- Fire Department Training May 17th & 26th; Spring and Summer Tips – Daily Record - May 21, 22.

1994

August 1994

Residents Along the Distribution System☒Call Before You Dig
LDC Customers☒Call Before You Dig
Emergency Officials☒Call Before You Dig
Excavators/Contractors☒Call Before You Dig
Spring and Summer Tips – Daily Record - August 8, 1994.

1995

July 1995

Residents Along the Distribution System☒Call Before You Dig
LDC Customers☒Call Before You Dig
Emergency Officials☒Call Before You Dig
Excavators/Contractors☒Call Before You Dig
Spring and Summer Tips – Daily Record - July 28, 1995.

1996

March 1996

Residents Along the Distribution System☒Call Before You Dig
Who to Contact
LDC Customers☒Call Before You Dig
Who to Contact
Emergency Officials☒Call Before You Dig
Who to Contact
Excavators/Contractors☒Call Before You Dig
Who to Contact
Spring and Summer Tips – Town Talk - March 1996.

July 1996

Residents Along the Distribution System☒Call Before You Dig
Who to Contact
Buried Customer Owned Gas Pipe
LDC Customers☒Call Before You Dig
Who to Contact
Buried Customer Owned Gas Pipe
Emergency Officials☒Call Before You Dig
Who to Contact
Buried Customer Owned Gas Pipe
Excavators/Contractors☒Call Before You Dig
Who to Contact
Buried Customer Owned Gas Pipe

Spring and Summer Tips – Town Talk - July 1996.

October 1996

Residents Along the Distribution System Call Before You Dig

Who to Contact

LDC Customers Call Before You Dig

Who to Contact

Emergency Officials Call Before You Dig

Who to Contact

Excavators/Contractors Call Before You Dig

Who to Contact

Autumn Digging Tips – Town Talk - October 1996.

1997

February 1997

Residents Along the Distribution System Call Before You Dig

Who to Contact

LDC Customers Call Before You Dig

Who to Contact

Emergency Officials Call Before You Dig

Who to Contact

Excavators/Contractors Call Before You Dig

Who to Contact

Winter Digging Tips – Town Talk - February 1997.

April 1997

Excavators/Contractors Call Before You Dig

Excavators/Contractors Who to Contact

April 1997

Residents Along the Distribution System Call Before You Dig

Who to Contact

LDC Customers Call Before You Dig

Who to Contact

Emergency Officials Call Before You Dig

Who to Contact

Excavators/Contractors Call Before You Dig

Who to Contact

Spring Digging Tips – Town Talk - April 1997.

August 1997

Residents Along the Distribution System Call Before You Dig

LDC Customers Call Before You Dig

Emergency Officials Call Before You Dig

Excavators/Contractors Call Before You Dig

Autumn Digging Tips – Town Talk - August 1997.

Residents Along the Distribution System Who to Contact

LDC Customers Who to Contact

Emergency Officials Who to Contact
Excavators/Contractors Who to Contact
Town Talk – August 1997.

October 1997

Residents Along the Distribution System Call Before You Dig
LDC Customers Call Before You Dig
Emergency Officials Call Before You Dig
Excavators/Contractors Call Before You Dig
Winter Digging Tips – Town Talk - October 1997.
Residents Along the Distribution System Who to Contact
LDC Customers Who to Contact
Emergency Officials Who to Contact
Excavators/Contractors Who to Contact
Town Talk – October 1997.

December 1997

Residents Along the Distribution System Who to Contact
LDC Customers Who to Contact
Emergency Officials Who to Contact
Excavators/Contractors Who to Contact
Town Talk – December 1997.

1998

February 1998

Residents Along the Distribution System Who to Contact & Gas Department News
LDC Customers Who to Contact & Gas Department News
Emergency Officials Who to Contact & Gas Department News
Excavators/Contractors Who to Contact & Gas Department News
Town Talk – February 1998.

April 1998

Residents Along the Distribution System Call Before You Dig
Who to Contact
LDC Customers Call Before You Dig
Who to Contact
Emergency Officials Call Before You Dig
Who to Contact
Excavators/Contractors Call Before You Dig
Who to Contact
Spring Digging Tips – Town Talk - April 1998.

May 1998

Excavators/Contractors Call Before You Dig
Excavators/Contractors Who to Contact

June 1998

Residents Along the Distribution System Who to Contact

LDC Customers Who to Contact
Emergency Officials Who to Contact
Excavators/Contractors Who to Contact
Town Talk – June 1988.

August 1998
Residents Along the Distribution System Call Before You Dig
LDC Customers Call Before You Dig
Emergency Officials Call Before You Dig
Excavators/Contractors Call Before You Dig
Radio - August 1998.

Sept/Oct 1998
Residents Along the Distribution System Who to Contact & Gas Department News
LDC Customers Who to Contact & Gas Department News
Emergency Officials Who to Contact & Gas Department News
Excavators/Contractors Who to Contact & Gas Department News
Town Talk – Sept/Oct 1998.

Nov/Dec 1998
Residents Along the Distribution System Call Before You Dig
Who to Contact
LDC Customers Call Before You Dig
Who to Contact
Emergency Officials Call Before You Dig
Who to Contact
Excavators/Contractors Call Before You Dig
Who to Contact
Call Before You Dig – Town Talk – Nov/Dec 1998.
Residents Along the Distribution System Who to Contact
LDC Customers Who to Contact
Emergency Officials Who to Contact
Excavators/Contractors Who to Contact
Town Talk – Nov/Dec 1998.

1999

Jan/Feb 1999
Residents Along the Distribution System Call Before You Dig
LDC Customers Call Before You Dig
Emergency Officials Call Before You Dig
Excavators/Contractors Call Before You Dig
Call Before You Dig – Town Talk – Jan/Feb 1998.
Residents Along the Distribution System Who to Contact
LDC Customers Who to Contact
Emergency Officials Who to Contact
Excavators/Contractors Who to Contact
Town Talk – Jan/Feb 1998.

May 1999

Excavators/Contractors Call Before You Dig
Excavators/Contractors Who to Contact

May/June 1999

Residents Along the Distribution System Call Before You Dig
LDC Customers Call Before You Dig
Emergency Officials Call Before You Dig
Excavators/Contractors Call Before You Dig
Call Before You Dig – Town Talk – May/June 1998.
Residents Along the Distribution System Who to Contact
LDC Customers Who to Contact
Emergency Officials Who to Contact
Excavators/Contractors Who to Contact
Town Talk – May/June 1998.

May/June 1999

Residents Along the Distribution System Call Before You Dig
LDC Customers Call Before You Dig
Emergency Officials Call Before You Dig
Excavators/Contractors Call Before You Dig
Call Before You Dig – Town Talk – May/June 1998.

July 1999

Residents Along the Distribution System Call Before You Dig
LDC Customers Call Before You Dig
Emergency Officials Call Before You Dig
Excavators/Contractors Call Before You Dig
Gas Safety Radio Advertisement - July 1998.

July/August 1999

Residents Along the Distribution System Call Before You Dig
LDC Customers Call Before You Dig
Emergency Officials Call Before You Dig
Excavators/Contractors Call Before You Dig
Call Before You Dig – Town Talk – July/August 1998.

November/December 1999

Residents Along the Distribution System Call Before You Dig
LDC Customers Call Before You Dig
Emergency Officials Call Before You Dig
Excavators/Contractors Call Before You Dig
Call Before You Dig – Town Talk – November/December 1998.

2000

September 2000

Excavators/Contractors☒Call Before You Dig
Excavators/Contractors☒Who to Contact

2001

January 2001

Residents Along the Distribution System☒Carbon Monoxide
LDC Customers☒Carbon Monoxide
Emergency Officials☒Carbon Monoxide
Excavators/Contractors☒Carbon Monoxide
Carbon Monoxide – Daily Record - January 17.

February 2001

CWU Facilities☒Pipeline Purpose and Reliability
☒Awareness of Hazards and Prevention Measures Undertaken
☒Leak Recognition and Response
☒How to get Additional Information
☒Who to Contact
CWU Training

February 2001

Residents Along the Distribution System☒Call Before You Dig
LDC Customers☒Call Before You Dig
Emergency Officials☒Call Before You Dig
Excavators/Contractors☒Call Before You Dig
Call Before You Dig – Daily Record – February 21.

March 2001

Kittitas County Public Works☒Pipeline Purpose and Reliability
☒Awareness of Hazards and Prevention Measures Undertaken
☒Leak Recognition and Response
☒How to get Additional Information
☒Who to Contact
KCDPW Training

April 2001

MRM☒Pipeline Purpose and Reliability
☒Awareness of Hazards and Prevention Measures Undertaken
☒Leak Recognition and Response
☒How to get Additional Information
☒Who to Contact
MRM Training

May 2001

Residents Along the Distribution System☒Carbon Monoxide

LDC Customers☒Carbon Monoxide
Emergency Officials☒Carbon Monoxide
Excavators/Contractors☒Carbon Monoxide
Carbon Monoxide – Daily Record – May 9.
Residents Along the Distribution System☒Call Before You Dig
LDC Customers☒Call Before You Dig
Emergency Officials☒Call Before You Dig
Excavators/Contractors☒Call Before You Dig
Call Before You Dig – Daily Record – May 16.
June 2001
Excavators/Contractors☒Call Before You Dig
Excavators/Contractors☒Who to Contact

June 2001
Residents Along the Distribution System☒Call Before You Dig
LDC Customers☒Call Before You Dig
Emergency Officials☒Call Before You Dig
Excavators/Contractors☒Call Before You Dig
Gas Safety Radio Advertisement – June 2001.

August 2001
Residents Along the Distribution System☒Carbon Monoxide
LDC Customers☒Carbon Monoxide
Emergency Officials☒Carbon Monoxide
Excavators/Contractors☒Carbon Monoxide
Carbon Monoxide – Daily Record – August 8.
Residents Along the Distribution System☒Call Before You Dig
LDC Customers☒Call Before You Dig
Emergency Officials☒Call Before You Dig
Excavators/Contractors☒Call Before You Dig
Call Before You Dig – Daily Record – August 22.

August 2001
Fire Department☒Pipeline Purpose and Reliability
☒Awareness of Hazards and Prevention Measures Undertaken
☒Leak Recognition and Response
☒How to get Additional Information
☒Who to Contact
Fire Dept Training

Fall 2001
Residents Along the Distribution System☒Call Before You Dig
LDC Customers☒Call Before You Dig
Emergency Officials☒Call Before You Dig
Excavators/Contractors☒Call Before You Dig
Call Before You Dig – Town Talk – Fall 2001.

2002

Spring 2002

Residents Along the Distribution System☑Call Before You Dig
 LDC Customers☑Call Before You Dig
 Emergency Officials☑Call Before You Dig
 Excavators/Contractors☑Call Before You Dig
 Town Talk – Spring 2002.

May 2002

Residents Along the Distribution System☑Call Before You Dig
 LDC Customers☑Call Before You Dig
 Emergency Officials☑Call Before You Dig
 Excavators/Contractors☑Call Before You Dig
 Call Before You Dig – Daily Record – May 23.

Summer 2002

Residents Along the Distribution System☑Carbon Monoxide
 LDC Customers☑Carbon Monoxide
 Emergency Officials☑Carbon Monoxide
 Excavators/Contractors☑Carbon Monoxide
 Town Talk – Summer 2002.
 Residents Along the Distribution System☑Call Before You Dig
 LDC Customers☑Call Before You Dig
 Emergency Officials☑Call Before You Dig
 Excavators/Contractors☑Call Before You Dig
 Town Talk – Summer 2002.

August 2002

Kittcom☑Pipeline Purpose and Reliability
 ☑Awareness of Hazards and Prevention Measures Undertaken
 ☑Leak Recognition and Response
 ☑How to get Additional Information
 ☑Who to Contact
 Kittcom Training – August 6th and 13th, 2002.

November 2002

Residents Along the Distribution System☑Carbon Monoxide
 LDC Customers☑Carbon Monoxide
 Emergency Officials☑Carbon Monoxide
 Excavators/Contractors☑Carbon Monoxide
 Carbon Monoxide – Daily Record – November 23.

2003

January 2003

Excavators/Contractors☑Pipeline Purpose and Reliability (RCE Training)
 Excavators/Contractors☑Awareness of Hazards and Prevention Measures Undertaken (RCE Training)
 Excavators/Contractors☑Leak Recognition and Response (RCE Training)
 Excavators/Contractors☑How to get Additional Information (RCE Training)

Excavators/Contractors Who to Contact (RCE Training)
Reecer Creek Excavating Training – January 6th, 2003.

February 2003

Residents Along the Distribution System Call Before You Dig
LDC Customers Call Before You Dig
Emergency Officials Call Before You Dig
Excavators/Contractors Call Before You Dig
Call Before You Dig – Daily Record – February 15th.

April 2003

Residents Along the Distribution System Carbon Monoxide
LDC Customers Carbon Monoxide
Emergency Officials Carbon Monoxide
Excavators/Contractors Carbon Monoxide
Carbon Monoxide – Daily Record – April 12th.

August 2003

Pipeline Safety Survey – August 2003

September 2003

Residents Along the Distribution System Call Before You Dig – Awareness of Hazards and Prevention Measures Undertaken
Residents Along the Distribution System Buried Gas Piping – Awareness of Hazards and Prevention Measures Undertaken
Residents Along the Distribution System How to get Additional Information
Residents Along the Distribution System Who to Contact
Residents Along the Distribution System Gas Meter Maintenance
LDC Customers Damage Prevention Awareness
LDC Customers How to get Additional Information
LDC Customers Who to Contact
LDC Customers Gas Meter Maintenance
Emergency Officials Awareness of Hazards and Prevention Measures Undertaken
Emergency Officials How to get Additional Information
Emergency Officials Who to Contact
Excavators/Contractors Awareness of Hazards and Prevention Measures Undertaken
Excavators/Contractors How to get Additional Information
Excavators/Contractors Who to Contact
Bill Stuffer – September/October.

October 2003

Emergency Responders Certification Class

November 2003

Residents Along the Distribution System Carbon Monoxide
LDC Customers Carbon Monoxide
Emergency Officials Carbon Monoxide

Excavators/Contractors☒Carbon Monoxide
Carbon Monoxide – Daily Record – November 19th.

December 2003
Self Assessment Survey☒

2004

January 2004
Residents Along the Distribution System☒Who to Contact
LDC Customers☒Leak Recognition and Response
LDC Customers☒How to get Additional Information
LDC Customers☒Who to Contact
Emergency Officials☒Pipeline Purpose and Reliability
Emergency Officials☒Awareness of Hazards and Prevention Measures Undertaken
Emergency Officials☒How to get Additional Information
Emergency Officials☒Who to Contact
Excavators/Contractors☒Awareness of Hazards and Prevention Measures Undertaken

April 2004
Emergency Officials☒Awareness of Hazards and Prevention Measures Undertaken (Elltel Training)
Excavators/Contractors☒Pipeline Purpose and Reliability (Contractor Breakfast)
Excavators/Contractors☒Awareness of Hazards and Prevention Measures Undertaken (Contractor Breakfast)
Excavators/Contractors☒How to get Additional Information (Contractor Breakfast)
Excavators/Contractors☒Who to Contact (Contractor Breakfast)
Excavators/Contractors☒Pipeline Purpose and Reliability (Elltel Training)
Excavators/Contractors☒Awareness of Hazards and Prevention Measures Undertaken (Elltel Training)
Excavators/Contractors☒Leak Recognition and Response (Elltel Training)
Excavators/Contractors☒How to get Additional Information (Elltel Training)
Excavators/Contractors☒Who to Contact (Elltel Training)
Elltel Training – April 29th, Contractor Breakfast April 28th.

June 2004
Residents Along the Distribution System☒Call Before You Dig – Awareness of Hazards and Prevention Measures Undertaken
LDC Customers☒Damage Prevention Awareness
LDC Customers☒How to get Additional Information
LDC Customers☒Who to Contact
Emergency Officials☒Pipeline Purpose and Reliability
Emergency Officials☒Awareness of Hazards and Prevention Measures Undertaken
Excavators/Contractors☒Pipeline Purpose and Reliability
Excavators/Contractors☒Awareness of Hazards and Prevention Measures Undertaken
Call Before You Dig – Daily Record June 30th, 2004. Gas Pipeline Emergency and Response Letter – June 22nd, 2004.

Summer 2004
Residents Along the Distribution System☒How to get Additional Information
Residents Along the Distribution System☒Who to Contact

LDC Customers☒How to get Additional Information
 LDC Customers☒Who to Contact
 Emergency Officials☒How to get Additional Information
 Emergency Officials☒Who to Contact
 Excavators/Contractors☒How to get Additional Information
 Excavators/Contractors☒Who to Contact
 Excavators/Contractors☒Pipeline Purpose and Reliability (MDJ Training)
 Excavators/Contractors☒Awareness of Hazards and Prevention Measures Undertaken (MDJ Training)
 Excavators/Contractors☒Leak Recognition and Response (MDJ Training)
 Excavators/Contractors☒How to get Additional Information (MDJ Training)
 Excavators/Contractors☒Who to Contact (MDJ Training)
 Town Talk – Summer 2004

September 2004

Residents Along the Distribution System☒Call Before You Dig
 LDC Customers☒Call Before You Dig
 Emergency Officials☒Call Before You Dig
 Excavators/Contractors☒Call Before You Dig
 Residents Along the Distribution System☒Carbon Monoxide
 LDC Customers☒Carbon Monoxide
 Emergency Officials☒Carbon Monoxide
 Excavators/Contractors☒Carbon Monoxide
 Bill Stuffer – September/October 2004

October 2004

Residents Along the Distribution System☒“Jump the Pipeline” - Awareness of Hazards and Prevention Measures Undertaken
 Residents Along the Distribution System☒“Call Before You Dig” – Awareness of Hazards and Prevention Measures Undertaken
 Residents Along the Distribution System☒“Buried Gas Piping” – Awareness of Hazards and Prevention Measures Undertaken
 Residents Along the Distribution System☒How to get Additional Information
 Residents Along the Distribution System☒Who to Contact
 Residents Along the Distribution System☒“Carbon Monoxide Safety” - Awareness of Hazards and Prevention Measures Undertaken
 Residents Along the Distribution System☒“Gas Meter Maintenance” - Awareness of Hazards and Prevention Measures Undertaken
 LDC Customers☒Damage Prevention Awareness
 LDC Customers☒How to get Additional Information
 LDC Customers☒Who to Contact
 LDC Customers☒“Carbon Monoxide Safety” - Awareness of Hazards and Prevention Measures Undertaken
 LDC Customers☒“Gas Meter Maintenance” - Awareness of Hazards and Prevention Measures Undertaken
 Emergency Officials☒Awareness of Hazards and Prevention Measures Undertaken
 Emergency Officials☒How to get Additional Information
 Emergency Officials☒Who to Contact
 Emergency Officials☒“Carbon Monoxide Safety” - Awareness of Hazards and Prevention Measures Undertaken
 Excavators/Contractors☒Awareness of Hazards and Prevention Measures Undertaken
 Excavators/Contractors☒Backfilling of Trenches
 Excavators/Contractors☒“Carbon Monoxide Safety” - Awareness of Hazards and Prevention Measures Undertaken
 Bill Stuffers – October/November 2004; Letter October 7th,

2005

Information Review - Developer Information ☐ "Call Before You Dig" – Awareness of Hazards and Prevention Measures Undertaken

Information Review - Developer Information ☐ Backfilling of Trenches

Information Review - Developer Information ☐ Free Gas Safety Training Offer

Information Review – Carbon Monoxide ☐ "Carbon Monoxide Safety" - Awareness of Hazards and Prevention Measures Undertaken

February 2005

Residents Along the Distribution System ☐ "Call Before You Dig" – Awareness of Hazards and Prevention Measures Undertaken

LDC Customers ☐ Damage Prevention Awareness

March 2005

Residents Along the Distribution System ☐ "Call Before You Dig" – Awareness of Hazards and Prevention Measures Undertaken

LDC Customers ☐ "Call Before You Dig" – Awareness of Hazards and Prevention Measures Undertaken

Emergency Officials ☐ "Call Before You Dig" – Awareness of Hazards and Prevention Measures Undertaken

Excavators/Contractors ☐ "Call Before You Dig" – Awareness of Hazards and Prevention Measures Undertaken

Call Before You Dig – Daily Record – March 30th.

April 2005

Residents Along the Distribution System ☐ "Jump the Pipeline" - Awareness of Hazards and Prevention Measures Undertaken

LDC Customers ☐ "Jump the Pipeline" - Awareness of Hazards and Prevention Measures Undertaken

Emergency Officials ☐ "Jump the Pipeline" - Awareness of Hazards and Prevention Measures Undertaken

Excavators/Contractors ☐ "Jump the Pipeline" - Awareness of Hazards and Prevention Measures Undertaken

Emergency Officials ☐ Pipeline Purpose and Reliability (FEMA Training)

Emergency Officials ☐ Awareness of Hazards and Prevention Measures Undertaken (FEMA Training)

Emergency Officials ☐ Leak Recognition and Response (FEMA Training)

Emergency Officials ☐ How to get Additional Information (FEMA Training)

Emergency Officials ☐ Who to Contact (FEMA Training)

Excavators/Contractors ☐ Pipeline Purpose and Reliability (Kittitas County Public Works Training)

Excavators/Contractors ☐ Awareness of Hazards and Prevention Measures Undertaken (Kittitas County Public Works Training)

Excavators/Contractors ☐ Leak Recognition and Response (Kittitas County Public Works Training)

Excavators/Contractors ☐ How to get Additional Information (Kittitas County Public Works Training)

Excavators/Contractors ☐ Who to Contact (Kittitas County Public Works Training)

Emergency Officials ☐ Pipeline Purpose and Reliability (Fire Dept Training)

Emergency Officials ☐ Awareness of Hazards and Prevention Measures Undertaken (Fire Dept Training)

Emergency Officials ☐ Leak Recognition and Response (Fire Dept Training)

Emergency Officials ☐ How to get Additional Information (Fire Dept Training)

Emergency Officials ☐ Who to Contact (Fire Dept Training)

Jump the Pipeline – Daily Record – April 27th;

April 2005

RP 1162 – Proposed Ruling

May 2005

Residents Along the Distribution System – “Jump the Pipeline” - Awareness of Hazards and Prevention Measures Undertaken

Residents Along the Distribution System – “What to do” - Awareness of Hazards and Prevention Measures Undertaken

LDC Customers – Pipeline Purpose and Reliability

LDC Customers – Awareness of Hazards and Prevention Measures Undertaken

LDC Customers – Damage Prevention Awareness

Emergency Officials – Pipeline Purpose and Reliability

Emergency Officials – Awareness of Hazards and Prevention Measures Undertaken

Excavators/Contractors – Pipeline Purpose and Reliability

Excavators/Contractors – Awareness of Hazards and Prevention Measures Undertaken

June 2005

Residents Along the Distribution System – “Call Before You Dig” – Awareness of Hazards and Prevention Measures Undertaken

LDC Customers – “Call Before You Dig” – Awareness of Hazards and Prevention Measures Undertaken

Emergency Officials – “Call Before You Dig” – Awareness of Hazards and Prevention Measures Undertaken

Excavators/Contractors – “Call Before You Dig” – Awareness of Hazards and Prevention Measures Undertaken

Call Before You Dig – Daily Record – June 18th.

Summer 2005

Residents Along the Distribution System – “Call Before You Dig” – Awareness of Hazards and Prevention Measures Undertaken

Residents Along the Distribution System – How to get Additional Information

Residents Along the Distribution System – Who to Contact

LDC Customers – “Call Before You Dig” – Awareness of Hazards and Prevention Measures Undertaken

LDC Customers – How to get Additional Information

LDC Customers – Who to Contact

Emergency Officials – “Call Before You Dig” – Awareness of Hazards and Prevention Measures Undertaken

Emergency Officials – How to get Additional Information

Emergency Officials – Who to Contact

Excavators/Contractors – “Call Before You Dig” – Awareness of Hazards and Prevention Measures Undertaken

Excavators/Contractors – How to get Additional Information

Excavators/Contractors – Who to Contact

Summer 2005

Residents Along the Distribution System – “Call Before You Dig” – Awareness of Hazards and Prevention Measures Undertaken

LDC Customers – “Call Before You Dig” – Awareness of Hazards and Prevention Measures Undertaken

Emergency Officials – “Call Before You Dig” – Awareness of Hazards and Prevention Measures Undertaken

Excavators/Contractors – “Call Before You Dig” – Awareness of Hazards and Prevention Measures Undertaken

Residents Along the Distribution System – “Carbon Monoxide Safety” - Awareness of Hazards and Prevention Measures Undertaken

LDC Customers – “Carbon Monoxide Safety” - Awareness of Hazards and Prevention Measures Undertaken

Emergency Officials – “Carbon Monoxide Safety” - Awareness of Hazards and Prevention Measures Undertaken

Excavators/Contractors – “Carbon Monoxide Safety” - Awareness of Hazards and Prevention Measures Undertaken

Town Talk – Summer 2005

August 2005

Residents Along the Distribution System☐“Call Before You Dig” – Awareness of Hazards and Prevention Measures Undertaken

Residents Along the Distribution System☐“Buried Gas Piping” – Awareness of Hazards and Prevention Measures Undertaken

LDC Customers☐Damage Prevention Awareness

LDC Customers☐“Buried Gas Piping” – Awareness of Hazards and Prevention Measures Undertaken

September 2005

Excavators/Contractors☐Awareness of Hazards and Prevention Measures Undertaken

Excavators/Contractors☐How to get Additional Information

Contractor Letter – September 6th.

October 2005

Emergency Officials☐Pipeline Purpose and Reliability (FEMA Meeting)

Emergency Officials☐Awareness of Hazards and Prevention Measures Undertaken (FEMA Meeting)

Emergency Officials☐Leak Recognition and Response (FEMA Meeting)

Emergency Officials☐How to get Additional Information (FEMA Meeting)

Emergency Officials☐Who to Contact (FEMA Meeting)

November 2005

Residents Along the Distribution System☐“Carbon Monoxide Safety” - Awareness of Hazards and Prevention Measures Undertaken

LDC Customers☐“Carbon Monoxide Safety” - Awareness of Hazards and Prevention Measures Undertaken

Emergency Officials☐“Carbon Monoxide Safety” - Awareness of Hazards and Prevention Measures Undertaken

Excavators/Contractors☐“Carbon Monoxide Safety” - Awareness of Hazards and Prevention Measures Undertaken

December 2005

Residents Along the Distribution System☐“Call Before You Dig” – Awareness of Hazards and Prevention Measures Undertaken

Residents Along the Distribution System☐“Jump the Pipeline” - Awareness of Hazards and Prevention Measures Undertaken

Residents Along the Distribution System☐“What to do” - Awareness of Hazards and Prevention Measures Undertaken

Residents Along the Distribution System☐How to get Additional Information

Residents Along the Distribution System☐Who to Contact

Residents Along the Distribution System☐“Carbon Monoxide Safety” - Awareness of Hazards and Prevention Measures Undertaken

Residents Along the Distribution System☐“Gas Meter Maintenance” - Awareness of Hazards and Prevention Measures Undertaken

Residents Along the Distribution System☐“Buried Gas Piping” – Awareness of Hazards and Prevention Measures Undertaken

LDC Customers☐Pipeline Purpose and Reliability

LDC Customers☐Awareness of Hazards and Prevention Measures Undertaken

LDC Customers☐Damage Prevention Awareness

LDC Customers☐Leak Recognition and Response

LDC Customers☐How to get Additional Information

LDC Customers☐Who to Contact

LDC Customers☒“Carbon Monoxide Safety” - Awareness of Hazards and Prevention Measures Undertaken
 LDC Customers☒“Gas Meter Maintenance” - Awareness of Hazards and Prevention Measures Undertaken
 LDC Customers☒“Buried Gas Piping” – Awareness of Hazards and Prevention Measures Undertaken
 Emergency Officials☒Pipeline Purpose and Reliability
 Emergency Officials☒How to get Additional Information
 Emergency Officials☒Who to Contact
 Emergency Officials☒“Carbon Monoxide Safety” - Awareness of Hazards and Prevention Measures Undertaken
 Excavators/Contractors☒Pipeline Purpose and Reliability
 Excavators/Contractors☒How to get Additional Information
 Excavators/Contractors☒Who to Contact
 Excavators/Contractors☒“Carbon Monoxide Safety” - Awareness of Hazards and Prevention Measures Undertaken
 Bill Stuffer – December 2005; Town Talk – Winter 2005;

2006

January 2006

One Call Centers☒New Maps Issued
 RP1162 - Information Review

February 2006

Emergency Officials☒Pipeline Purpose and Reliability (Police Training)
 Emergency Officials☒Awareness of Hazards and Prevention Measures Undertaken (Police Training)
 Emergency Officials☒Leak Recognition and Response (Police Training)
 Emergency Officials☒How to get Additional Information (Police Training)
 Emergency Officials☒Who to Contact (Police Training)
 Ellensburg Police Training – February 2006

March 2006

Residents Along the Distribution System☒“Call Before You Dig” – Awareness of Hazards and Prevention Measures Undertaken
 LDC Customers☒Damage Prevention Awareness
 Emergency Officials☒Awareness of Hazards and Prevention Measures Undertaken
 Excavators/Contractors☒Awareness of Hazards and Prevention Measures Undertaken
 Call Before You Dig – Daily Record – March 15th.

May 2006

Emergency Officials☒Pipeline Purpose and Reliability
 Emergency Officials☒Awareness of Hazards and Prevention Measures Undertaken
 Emergency Officials☒How to get Additional Information
 Emergency Officials☒Who to Contact
 Excavators/Contractors☒Awareness of Hazards and Prevention Measures Undertaken
 Excavators/Contractors☒Leak Recognition and Response
 Excavators/Contractors☒How to get Additional Information
 Excavators/Contractors☒Who to Contact
 Excavators/Contractors☒“Do You Know” NUCC Handbook
 Line Locates and Don’t Become a Statistic – May 15th; gas Pipeline Emergency and Response Letter – May 15th;
 Public Awareness Program – Program Amendments - May
 Information Review - May

August 2006

Excavators/Contractors☐Valve Operation and Free Gas Safety Training Offer
Valve Operation Letter – August 22nd.

October 2006

Residents Along the Distribution System☐“Buried Gas Piping” – Awareness of Hazards and Prevention Measures Undertaken

Residents Along the Distribution System☐“Jump the Pipeline” - Awareness of Hazards and Prevention Measures Undertaken

Residents Along the Distribution System☐Care of Your Gas Meter

Residents Along the Distribution System☐How to get Additional Information

Residents Along the Distribution System☐Who to Contact

Residents Along the Distribution System☐“Carbon Monoxide Safety” - Awareness of Hazards and Prevention Measures Undertaken

Residents Along the Distribution System☐“Gas Meter Maintenance” - Awareness of Hazards and Prevention Measures Undertaken

Residents Along the Distribution System☐“What to do” - Awareness of Hazards and Prevention Measures Undertaken

LDC Customers☐Pipeline Purpose and Reliability

LDC Customers☐Awareness of Hazards and Prevention Measures Undertaken

LDC Customers☐Damage Prevention Awareness

LDC Customers☐How to get Additional Information

LDC Customers☐Who to Contact

LDC Customers☐“Carbon Monoxide Safety” - Awareness of Hazards and Prevention Measures Undertaken

LDC Customers☐“Gas Meter Maintenance” - Awareness of Hazards and Prevention Measures Undertaken

Emergency Officials☐Pipeline Purpose and Reliability

Emergency Officials☐Awareness of Hazards and Prevention Measures Undertaken

Emergency Officials☐How to get Additional Information

Emergency Officials☐Who to Contact

Emergency Officials☐“Carbon Monoxide Safety” - Awareness of Hazards and Prevention Measures Undertaken

Emergency Officials☐Pipeline Purpose and Reliability – (Elltel Training)

Emergency Officials☐Awareness of Hazards and Prevention Measures Undertaken – (Elltel Training)

Emergency Officials☐Leak Recognition and Response – (Elltel Training)

Emergency Officials☐How to get Additional Information – (Elltel Training)

Emergency Officials☐Who to Contact – (Elltel Training)

Excavators/Contractors☐Pipeline Purpose and Reliability

Excavators/Contractors☐Awareness of Hazards and Prevention Measures Undertaken

Excavators/Contractors☐How to get Additional Information

Excavators/Contractors☐Who to Contact

Excavators/Contractors☐“Carbon Monoxide Safety” - Awareness of Hazards and Prevention Measures Undertaken

EllTel (Fairpoint) Training – October 11th; Jump on the Pipeline – Daily Record – October 4th; Bill Stuffer – October; Williams Information;

Autumn 2006

Residents Along the Distribution System☐“Call Before You Dig” – Awareness of Hazards and Prevention Measures Undertaken

Residents Along the Distribution System☐“Jump the Pipeline” - Awareness of Hazards and Prevention Measures

Undertaken

Residents Along the Distribution System Awareness of Hazards and Prevention Measures Undertaken
 Residents Along the Distribution System "What to do" - Awareness of Hazards and Prevention Measures Undertaken
 Residents Along the Distribution System Who to Contact
 LDC Customers Awareness of Hazards and Prevention Measures Undertaken
 LDC Customers Damage Prevention Awareness
 LDC Customers Who to Contact
 Emergency Officials Pipeline Purpose and Reliability
 Emergency Officials Awareness of Hazards and Prevention Measures Undertaken
 Emergency Officials How to get Additional Information
 Emergency Officials Who to Contact
 Excavators/Contractors Pipeline Purpose and Reliability
 Excavators/Contractors Awareness of Hazards and Prevention Measures Undertaken
 Excavators/Contractors Who to Contact
 Call before You Dig; Contact Information; Buried Pipe; Jump on the Pipeline - Town Talk – Autumn 2006

November 2006

GOAL Program – November 3rd.

December 2006

Residents Along the Distribution System "Carbon Monoxide Safety" - Awareness of Hazards and Prevention Measures Undertaken
 LDC Customers "Carbon Monoxide Safety" - Awareness of Hazards and Prevention Measures Undertaken
 Emergency Officials "Carbon Monoxide Safety" - Awareness of Hazards and Prevention Measures Undertaken
 Carbon Monoxide Safety – Daily Record – December 6th.

2007

January 2007

APGA GOAL Program - details

January 2007

Emergency Officials Kittcom/Fire Department Meeting

February 2007

Residents Along the Distribution System "Call Before You Dig" – Awareness of Hazards and Prevention Measures Undertaken
 LDC Customers Damage Prevention Awareness
 Emergency Officials Awareness of Hazards and Prevention Measures Undertaken
 Excavators/Contractors Awareness of Hazards and Prevention Measures Undertaken
 Call Before You Dig – Daily Record - February 14th;

March 2007

Emergency Officials Pipeline Purpose and Reliability – (Fire Department Training)
 Emergency Officials Awareness of Hazards and Prevention Measures Undertaken – (Fire Department Training)
 Emergency Officials Leak Recognition and Response – (Fire Department Training)
 Emergency Officials How to get Additional Information – (Fire Department Training)
 Emergency Officials Who to Contact – (Fire Department Training)
 Ellensburg GOAL Survey – March 12th-13th. Fire Dept Training – April 26th to April 28th.

April 2007

Emergency Officials Pipeline Purpose and Reliability – (Kittitas County Department of Public Works)
 Emergency Officials Awareness of Hazards and Prevention Measures Undertaken – (Kittitas County Department of Public Works)
 Emergency Officials Leak Recognition and Response – (Kittitas County Department of Public Works)
 Emergency Officials How to get Additional Information – (Kittitas County Department of Public Works)
 Emergency Officials Who to Contact – (Kittitas County Department of Public Works)
 One Call Center - New Maps Issued
 Kittitas County Public Works Training – April 7th.

May 2007

Residents Along the Distribution System “Jump the Pipeline” - Awareness of Hazards and Prevention Measures Undertaken
 Residents Along the Distribution System How to get Additional Information
 Residents Along the Distribution System “What to do” - Awareness of Hazards and Prevention Measures Undertaken
 LDC Customers Pipeline Purpose and Reliability
 LDC Customers Awareness of Hazards and Prevention Measures Undertaken
 LDC Customers Damage Prevention Awareness
 Emergency Officials Pipeline Purpose and Reliability
 Emergency Officials Awareness of Hazards and Prevention Measures Undertaken
 Emergency Officials “Do You Know” NUCC Handbook
 Excavators/Contractors Pipeline Purpose and Reliability
 Excavators/Contractors Awareness of Hazards and Prevention Measures Undertaken
 Contractor Letter – 7th may; Government Letter – 7th May; Jump on the Pipeline – Daily Record – May 23rd.

May 2007

Document Review; Public Education Program Revision;

Autumn 2007

Residents Along the Distribution System Who to Contact
 Residents Along the Distribution System “Gas Meter Maintenance” - Awareness of Hazards and Prevention Measures Undertaken
 LDC Customers Who to Contact
 LDC Customers “Gas Meter Maintenance” - Awareness of Hazards and Prevention Measures Undertaken
 Emergency Officials How to get Additional Information
 Emergency Officials Who to Contact
 Excavators/Contractors Who to Contact
 Town Talk – Autumn 2007

October 2007

Residents Along the Distribution System “Carbon Monoxide Safety” - Awareness of Hazards and Prevention Measures Undertaken
 LDC Customers “Carbon Monoxide Safety” - Awareness of Hazards and Prevention Measures Undertaken
 Emergency Officials “Carbon Monoxide Safety” - Awareness of Hazards and Prevention Measures Undertaken
 Excavators/Contractors “Carbon Monoxide Safety” - Awareness of Hazards and Prevention Measures Undertaken
 Excavators/Contractors Separation Between Utilities plus Free Gas Safety Training Offer
 Separation Between Utilities plus Free Gas Safety Training Offer Letter – October 2nd; carbon Monoxide Safety – Daily Record – October 31st.

November 2007

Emergency Officials - Kittcom/Fire Department Meeting

2008

January 2008

Emergency Officials Awareness of Hazards and Prevention Measures Undertaken – Meeting with Kittcom)

Emergency Officials Pipeline Purpose and Reliability – (Kittcom Training)

Emergency Officials Awareness of Hazards and Prevention Measures Undertaken – (Kittcom Training)

Emergency Officials Leak Recognition and Response – (Kittcom Training)

Emergency Officials How to get Additional Information – (Kittcom Training)

Emergency Officials Who to Contact – (Kittcom Training)

Kittcom Training – January 17th; 24th.

February 2008

Residents Along the Distribution System Buried Gas Piping – Awareness of Hazards and Prevention Measures Undertaken

LDC Customers Safety Near Gas Meters - Awareness of Hazards and Prevention Measures Undertaken

LDC Customers Buried Gas Piping – Awareness of Hazards and Prevention Measures Undertaken

Emergency Officials Safety Near Gas Meters - Awareness of Hazards and Prevention Measures Undertaken

Excavators/Contractors Safety Near Gas Meters - Awareness of Hazards and Prevention Measures Undertaken

Excavators/Contractors Meter Regulator Sets plus Free Gas Safety Training Offer

Buried Gas Piping – Daily Record – February 27th;

Spring 2008

Residents Along the Distribution System Who to Contact

LDC Customers How to get Additional Information

LDC Customers Who to Contact

Emergency Officials How to get Additional Information

Emergency Officials Who to Contact

Excavators/Contractors How to get Additional Information

Excavators/Contractors Who to Contact

Town Talk – Spring 2008

April 2008

One Call Centers - New Maps Issued

May 2008

Residents Along the Distribution System Call Before You Dig – Awareness of Hazards and Prevention Measures Undertaken

Residents Along the Distribution System Who to Contact

LDC Customers Call Before You Dig – Awareness of Hazards and Prevention Measures Undertaken

LDC Customers Who to Contact

Emergency Officials Call Before You Dig – Awareness of Hazards and Prevention Measures Undertaken

Emergency Officials Leak Recognition and Response

Emergency Officials How to get Additional Information

Who to Contact

Excavators/Contractors Call Before You Dig – Awareness of Hazards and Prevention Measures Undertaken

Excavators/Contractors Leak Recognition and Response

Excavators/Contractors How to get Additional Information
 Excavators/Contractors Who to Contact
 Call Before You Dig – Daily Record – May 21st; Government/Contractor mailing – May 7th;
 Letter Review – May 2008; EFV Notice Review – May 2008;

June 2008

Residents Along the Distribution System Goal Survey Number 2
 Residents Along the Distribution System How to get Additional Information
 Residents Along the Distribution System Who to Contact
 LDC Customers Goal Survey Number 2
 LDC Customers How to get Additional Information
 LDC Customers Who to Contact
 Emergency Officials Goal Survey Number 2
 Emergency Officials How to get Additional Information
 Emergency Officials Who to Contact
 Excavators/Contractors Goal Survey Number 2
 Excavators/Contractors How to get Additional Information
 Excavators/Contractors Who to Contact
 APGA GOAL Survey 2 – June 26th – June 29th.

August 2008

Emergency Officials Pipeline Purpose and Reliability
 Emergency Officials Awareness of Hazards and Prevention Measures Undertaken
 Emergency Officials Leak Recognition and Response
 Emergency Officials How to get Additional Information
 Emergency Officials Who to Contact
 Meter Reader Training – August 27th;

Autumn 2008

Residents Along the Distribution System Who to Contact
 LDC Customers How to get Additional Information
 LDC Customers Who to Contact
 Emergency Officials How to get Additional Information
 Emergency Officials Who to Contact
 Excavators/Contractors How to get Additional Information
 Excavators/Contractors Who to Contact
 Town Talk – Autumn 2008;

September 2008

Excavators/Contractors Pipeline Purpose and Reliability – (MRM Training)
 Excavators/Contractors Awareness of Hazards and Prevention Measures Undertaken – (MRM Training)
 Excavators/Contractors Leak Recognition and Response – (MRM Training)
 Excavators/Contractors How to get Additional Information – (MRM Training)
 Excavators/Contractors Who to Contact – (MRM Training)
 MRM Training – September 19th;

November 2008

Residents Along the Distribution System – “Buried Gas Piping” – Awareness of Hazards and Prevention Measures Undertaken

Residents Along the Distribution System – How to get Additional Information

Residents Along the Distribution System – Who to Contact

LDC Customers – “Buried Gas Piping” – Awareness of Hazards and Prevention Measures Undertaken

LDC Customers – How to get Additional Information

LDC Customers – Who to Contact

Emergency Officials – “Buried Gas Piping” – Awareness of Hazards and Prevention Measures Undertaken

Emergency Officials – How to get Additional Information

Emergency Officials – Who to Contact

Excavators/Contractors – “Buried Gas Piping” – Awareness of Hazards and Prevention Measures Undertaken

Excavators/Contractors – How to get Additional Information

Excavators/Contractors – Who to Contact

Excavators/Contractors – Gas Services and Meter Installations plus Free Gas Safety Training Offer

Excavators/Contractors – How to get Additional Information

Excavators/Contractors – Who to Contact

Contractor Letter – November; Buried Gas Piping – Daily Record – November 12th; Heating/Plumbing Contractor Letter;

2009

January 2009

Emergency Officials – Downed Line and Gas Safety Training Seminar

Excavators/Contractors – Downed Line and Gas Safety Training Seminar

Spring 2009

Residents Along the Distribution System – Who to Contact

LDC Customers – Who to Contact

Emergency Officials – Who to Contact

Excavators/Contractors – Who to Contact

Town Talk – Spring 2009;

May 2009

General Public – 2009 Kittitas County Barrel Racing Program – “Call Before You Dig” – Awareness of Hazards and Prevention Measures Undertaken

General Public – 2009 Kittitas County Barrel Racing Program;

June 2009

Emergency Officials – Leak Recognition and Response

Emergency Officials – Line Locates

Emergency Officials – How to get Additional Information

Emergency Officials – Who to Contact

Emergency Officials – Fire Safety Inspection

Excavators/Contractors – Leak Recognition and Response

Excavators/Contractors – Line Locates

Excavators/Contractors – How to get Additional Information

Excavators/Contractors – Who to Contact

Line Locates & Don’t Become a Statistic Letter – June 2nd; Emergency Recognition and Response Letter – June 2nd;

Fire Safety Inspection – June 19th;

July 2009

Residents Along the Distribution System – “Gas Meter Maintenance” - Awareness of Hazards and Prevention Measures Undertaken

Residents Along the Distribution System – “Call Before You Dig” – Awareness of Hazards and Prevention Measures Undertaken

LDC Customers – “Gas Meter Maintenance” - Awareness of Hazards and Prevention Measures Undertaken

LDC Customers – “Call Before You Dig” – Awareness of Hazards and Prevention Measures Undertaken

Emergency Officials – “Gas Meter Maintenance” - Awareness of Hazards and Prevention Measures Undertaken

Emergency Officials – “Call Before You Dig” – Awareness of Hazards and Prevention Measures Undertaken

Excavators/Contractors – “Gas Meter Maintenance” - Awareness of Hazards and Prevention Measures Undertaken

Excavators/Contractors – “Call Before You Dig” – Awareness of Hazards and Prevention Measures Undertaken

Call Before You Dig; natural Gas Survey and Gas Meter Maintenance – Bill Stuffer – July;

August 2009

Residents Along the Distribution System – Goal Survey Number 3

Residents Along the Distribution System – How to get Additional Information

Residents Along the Distribution System – Who to Contact

LDC Customers – Goal Survey Number 3

LDC Customers – How to get Additional Information

LDC Customers – Who to Contact

Emergency Officials – Goal Survey Number 3

Emergency Officials – How to get Additional Information

Emergency Officials – Who to Contact

Excavators/Contractors – Goal Survey Number 3

Excavators/Contractors – Who to Contact

Excavators/Contractors – How to get Additional Information

October 2009

Excavators/Contractors – “Do You Know” NUCC Handbook

Excavators/Contractors – How to get Additional Information

Excavators/Contractors – Who to Contact

Excavators/Contractors – Developer Information Pack

Developer Information Includes.. – “Call Before You Dig” – Awareness of Hazards and Prevention Measures Undertaken

Developer Information Includes.. – Backfilling of Trenches

Developer Information Includes.. – Free Gas Safety Training Offer

Developer Information Includes.. – “Carbon Monoxide Safety” - Awareness of Hazards and Prevention Measures Undertaken

New Developer Pack – October 1st; WUCC Information October 28th;

One Call Center - New maps Issued

November 2009

Review - Review of RP-1162, Ideas, changes etc.

2010

January 2010

Emergency Officials☒Fire Department Training Meeting

Emergency Officials☒Fire Department Training & Joint Table Top Exercise

Excavators/Contractors☒Contractors Safety Training Seminar

Emergency Officials☒Contractors Safety Training Seminar

Joint Training with Fire Dept – January 26th, 27th, 29th; Contractors Safety Seminar – January 28th.

Contractor Lists.

February 2010

Residents Along the Distribution System☒“Carbon Monoxide Safety” – Awareness of Hazards and Prevention Measures Undertaken

Residents Along the Distribution System☒Who to contact

LDC Customers☒“Carbon Monoxide Safety” – Awareness of Hazards and Prevention Measures Undertaken

LDC Customers

☒Who to contact

Emergency Officials☒“Carbon Monoxide Safety” – Awareness of Hazards and Prevention Measures Undertaken

Emergency Officials

☒Who to contact

Excavators/Contractors☒“Carbon Monoxide Safety” – Awareness of Hazards and Prevention Measures Undertaken

Excavators/Contractors

☒Who to contact

Contractors Breakfast – YVUCC – February 24th; Carbon Monoxide Safety – Daily Record – February 24th;

March 2010

Residents Along the Distribution System☒“Natural Gas Safety At-A-Glance” – Awareness of Hazards and Prevention Measures Undertaken

Residents Along the Distribution System☒Who to contact

LDC Customers☒“Natural Gas Safety At-A-Glance” – Awareness of Hazards and Prevention Measures Undertaken

LDC Customers

☒Who to contact

Emergency Officials☒“Natural Gas Safety At-A-Glance” – Awareness of Hazards and Prevention Measures Undertaken

Emergency Officials

☒Who to contact

Excavators/Contractors☒“Natural Gas Safety At-A-Glance” – Awareness of Hazards and Prevention Measures Undertaken

Excavators/Contractors

☒Who to contact

Natural Gas Safety – Home Show – March 6th, 7th;

May 2010

Residents Along the Distribution System☒“Gas Pipeline Emergency Recognition and Response”

Residents Along the Distribution System☒Who to contact

LDC Customers☒“Gas Pipeline Emergency Recognition and Response”

LDC Customers

☒Who to contact

Emergency Officials☒“Gas Pipeline Emergency Recognition and Response”

Emergency Officials

☒Who to contact

Excavators/Contractors☒“Gas Pipeline Emergency Recognition and Response”

Excavators/Contractors

☐Who to contact

KCBR Event – Call Before You Dig – May 1st; Gas Pipeline Emergency Recognition and Response Letter – May 12th;
KCUCC Flyer – May 12th.

June 2010

Residents Along the Distribution System☐“Call Before You Dig” – Awareness of Hazards and Prevention Measures Undertaken

Residents Along the Distribution System☐Who to contact

LDC Customers☐“Call Before You Dig” – Awareness of Hazards and Prevention Measures Undertaken

LDC Customers

☐Who to contact

Emergency Officials☐“Call Before You Dig” – Awareness of Hazards and Prevention Measures Undertaken

Emergency Officials

☐Who to contact

Excavators/Contractors☐“Call Before You Dig” – Awareness of Hazards and Prevention Measures Undertaken

Excavators/Contractors

☐Who to contact

Call Before You Dig – Daily Record – 16th June;

July 2010

Residents Along the Distribution System☐Gas Meter Maintenance Information

LDC Customers☐Gas Meter Maintenance Information

Emergency Officials☐Gas Meter Maintenance Information

Excavators/Contractors☐Gas Meter Maintenance Information

Meter Maintenance Information – Daily Record – 7th July;

Summer 2010

Residents Along the Distribution System☐Recognition of a Gas Pipeline Emergency;

Who to contact

LDC Customers☐Recognition of a Gas Pipeline Emergency;

Who to contact

Emergency Officials☐Recognition of a Gas Pipeline Emergency;

Who to contact

Excavators/Contractors☐Recognition of a Gas Pipeline Emergency;

Who to contact

Recognition of a Gas Pipeline Emergency – Town Talk – Summer 2010;

September 2010

Residents Along the Distribution System☐Natural Gas Survey

Carbon Monoxide Safety

Servicing Gas Equipment

Buried Gas Piping

Call Before You Dig

Gas Meters – Winter Maintenance

Gas Pipeline Emergency

LDC Customers☐Natural Gas Survey

Carbon Monoxide Safety

Servicing Gas Equipment

Buried Gas Piping

Call Before You Dig
Gas Meters – Winter Maintenance
Gas Pipeline Emergency
Emergency Officials☒Natural Gas Survey
Carbon Monoxide Safety
Servicing Gas Equipment

Buried Gas Piping
Call Before You Dig
Gas Meters – Winter Maintenance
Gas Pipeline Emergency
Excavators/Contractors☒Natural Gas Survey
Carbon Monoxide Safety
Servicing Gas Equipment

Buried Gas Piping
Call Before You Dig
Gas Meters – Winter Maintenance
Gas Pipeline Emergency
Natural Gas Survey; Carbon Monoxide Safety; Servicing Gas Equipment; Buried Gas Piping; Call Before You Dig; Gas Meters – Winter Maintenance; - contained within a Bill Stuffer – September 2010; GOAL Survey Information; Natural Gas Survey – Daily Record – October 6th & 8th; Gas Pipeline Emergency – Daily Record – September 15th;

October 2010

Residents Along the Distribution System☒Goal Survey Number 4
Residents Along the Distribution System☒How to get Additional Information
Residents Along the Distribution System☒Who to Contact☒
LDC Customers☒Goal Survey Number 4
LDC Customers☒How to get Additional Information
LDC Customers☒Who to Contact☒
Emergency Officials☒Goal Survey Number 4
Emergency Officials☒How to get Additional Information
Emergency Officials☒Who to Contact☒
Excavators/Contractors☒Goal Survey Number 4
Excavators/Contractors☒Who to Contact
Excavators/Contractors☒How to get Additional Information☒
APGA GOAL Survey – October 11th – 12th;

Daily Record Orders for 2010;

2011

January 2011
Excavators/Contractors☒“Call Before You Dig” & Gas Pipeline Safety
Contractors Safety Training Seminar
Emergency Officials☒“Call Before You Dig” & Gas Pipeline Safety

Contractors Safety Training Seminar
Contractors Safety Training Seminar – January 20th;

March 2011

Residents Along the Distribution System☒Care of your Natural Gas Meter
LDC Customers☒Care of your Natural Gas Meter
Emergency Officials☒Care of your Natural Gas Meter
Excavators/Contractors☒Care of your Natural Gas Meter

Care of your Natural Gas Meter – Daily Record – March 9th;

April 2011

Residents Along the Distribution System☒“Gas Pipeline Emergency Recognition and Response”
Emergency Plan – Verified Literature Availability
LDC Customers☒“Gas Pipeline Emergency Recognition and Response”
Emergency Plan – Verified Literature Availability
Emergency Officials☒“Gas Pipeline Emergency Recognition and Response”
Emergency Plan – Verified Literature Availability
Excavators/Contractors☒“Gas Pipeline Emergency Recognition and Response”
Emergency Plan – Verified Literature Availability

May 2011

Local Residents (Children)☒“Gas Pipeline Emergency Recognition and Response”
Touch a Truck Event
Local Residents (Children)☒“Call Before You Dig”
Touch a Truck Event
Emergency Officials☒“Gas Pipeline Emergency Recognition and Response”
Mass Mailing
Emergency Officials☒Who to contact

Excavators/Contractors☒“Gas Pipeline Emergency Recognition and Response”
Mass Mailing
Excavators/Contractors☒Who to contact

“Touch a Truck” – May 13th; Call Before You Dig – Daily Record – May 18th; Line Locates and Don’t Become a Statistic Letter – May 23rd;

Summer 2011

All Residents☒Carbon Monoxide Awareness

All Residents ☒Who to contact

Town Talk – Summer 2011

June 2011

Excavators/Contractors☒UTC Seminars

August 2011

Residents Along the Distribution System☒Today is 8-11 “Call Before You Dig” Poster in lobby

LDC Customers

☒Today is 8-11 “Call Before You Dig” Poster in lobby

Emergency Officials

☒Today is 8-11 “Call Before You Dig” Poster in lobby

Excavators/Contractors

☒Today is 8-11 “Call Before You Dig” Poster in lobby

October 2011

Residents Along the Distribution System☒Natural Gas Safety At-A-Glance Poster in lobby

Who to contact

Natural Gas Survey Information (Who to contact)

LDC Customers

☒Natural Gas Safety At-A-Glance Poster in lobby

Who to contact

Natural Gas Survey Information (Who to contact)

Emergency Officials

☒Natural Gas Safety At-A-Glance Poster in lobby

Who to contact

Natural Gas Survey Information (Who to contact)

Excavators/Contractors

☒Natural Gas Safety At-A-Glance Poster in lobby

Who to contact

Natural Gas Survey Information (Who to contact)

Underground Utility Damage Prevention Training Seminars

Who to Contact – Town Talk – Autumn 2011; Underground Utility Damage Prevention Training Seminars – Letter – October 10th; Natural Gas Survey Information – Daily Record – 5th October; Natural Gas Survey Information – Daily Record Online, City Website;

2012

January 2012

Excavators/Contractors/Utilities☒Contractors Safety Training Seminar

Emergency/Government Officials☒Contractors Safety Training Seminar

Contractors Safety Training Seminar – January 26th;

February 2012

Excavators/Contractors/Utilities☒8-1-1 Bike

Emergency/Government Officials☒8-1-1 Bike

8-1-1 Bike – E-mailed information – February 21st;

FINDINGS:

There are no probable violations or Areas of Concern.