

**OPERATOR QUALIFICATION  
FIELD INSPECTION PROTOCOL FORM**

<b>Inspection Date(s):</b>	April 6, 2015, April 8-9, 2015
<b>Name of Operator:</b>	NW Natural
<b>Operator ID (OPID):</b>	13840
<b>Inspection Location(s):</b>	Vancouver, Clark County, WA
<b>Supervisor(s) Contacted:</b>	Roy Rogers, Cliff Coulter, Mark Clemens
<b># Qualified Employees Observed:</b>	7
<b># Qualified Contractors Observed:</b>	0

Individual Observed	Title/Organization	Phone Number	Email Address
Kenneth Reed	Pressure Control		
Gary McAward	Pressure Control		
Jack Ledgerwood	Pressure Control		
Brett Corey	CFS		
Richard Ahrendt			
Mike Burtch			
David Maynard	CP Tech		

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

PHMSA/State Representative	Region/State	Email Address
Dennis Ritter	WA	dritter@utc.wa.gov

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

**Remarks:**

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

**9.01 Covered Task Performance**

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

<b>9.01 Inspection Results</b> (type an X in exactly one cell below)		<b>Inspection Notes</b>
<b>X</b>	<b>No Issue Identified</b>	Procedures on line. Gauges, instruments calibrated. No issues
	<b>Potential Issue Identified (explain)</b>	
	<b>N/A (explain)</b>	
	<b>Not Inspected</b>	

**9.02 Qualification Status**

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

<b>9.02 Inspection Results</b> (type an X in exactly one cell below)		<b>Inspection Notes</b>
<b>X</b>	<b>No Issue Identified</b>	All OQ’s were reviewed and verified prior to field. No issues.
	<b>Potential Issue Identified (explain)</b>	
	<b>N/A (explain)</b>	
	<b>Not Inspected</b>	

**9.03 Abnormal Operating Condition Recognition and Reaction**

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

<b>9.03 Inspection Results</b> (type an X in exactly one cell below)		<b>Inspection Notes</b>
<b>X</b>	<b>No Issue Identified</b>	Asked about AOC’s. Individuals responded appropriately and correctly. No issues.
	<b>Potential Issue Identified (explain)</b>	
	<b>N/A (explain)</b>	
	<b>Not Inspected</b>	

**9.04 Verification of Qualification**

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

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

**9.05 Program Inspection Deficiencies**

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

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

### Field Inspection Notes

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

No	Task Name	Name/ID of Individual Observed			Comments
		J. Ledgerwood	K. Reed	G. McAward	
		Correct Performance (Y/N)	Correct Performance (Y/N)	Correct Performance (Y/N)	
1	Regulator repair		Y	Y	No lock up, replaced diaphragm
2	Inspect for Atmospheric Corrosion	Y	Y	Y	
3	Regulator Inspect/test		Y	Y	
4	Relief inspect/test		Y	Y	
5	Meter inspect/test		Y	Y	Industrial meter sets > 5lb
6	Inspect filter/strainer		Y	Y	
7	Odorant tank level	Y			
8	Odorant concentration	Y			
9	Odorant lines/pumps	Y			YZ systems.

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No	Task Name	Name/ID of Individual Observed			Comments
		M. Burch	R. Ahrendt	B. Corey	
		Correct Performance (Y/N)	Correct Performance (Y/N)	Correct Performance (Y/N)	
1	Bridge patrol	Y	Y		
2	Inspect for Atmospheric Corrosion	Y	Y	Y	
3	Inspect hangers/coatings	Y	Y		
4	Leak detection using instrument	Y	Y		
5	Odorant concentration (sniff test)			Y	DTex 1000G #1191
No	Task Name	Name/ID of Individual Observed			Comments
		D. Maynard			
		Correct Performance (Y/N)	Correct Performance (Y/N)	Correct Performance (Y/N)	
1	Inspect Rectifier	Y			
2	Take pipe to soil readings	Y			
3	Check casing for shorts	Y			
4	Isolation check	Y			

**Operations and Maintenance Records Review**

If performing an operations and maintenance records review in the course of your inspection, please review a sample of the qualifications of the individuals performing those O&M tasks that are covered under Operator Qualification and check the records for compliance to 192.807 or 195.507.

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192.807 or 195.507	Records supporting an individual's current qualifications shall be maintained while the individual is performing the covered task. Records of prior qualification and records of individuals no longer performing covered tasks shall be retained for a period of five years.	Sat.	Unsat.	Not Checked
	Comments:			