

**OPERATOR QUALIFICATION
FIELD INSPECTION PROTOCOL FORM**

Inspection Date(s):	October 19, 2016
Name of Operator:	Cascade Natural Gas Co
Operator ID (OPID):	2128
Inspection Location(s):	Yakima
Supervisor(s) Contacted:	Mike Eutsey, Compliance Manager
# Qualified Employees Observed:	Three (2 doing physical tasks and 1 on records)
# Qualified Contractors Observed:	0

Individual Observed	Title/Organization	Phone Number	Email Address
Gary Shelton	Service Tech	509.225.3733	@CNGC.COM
Gregg Olney	Service tech	509.225.3733	@CNGC.COM
Darrell Phillips	Service Tech	509.225.3733	@CNGC.COM

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

PHMSA/State Representative	Region/State	Email Address
Scott Rukke	WA UTC	srukke@utc.wa.gov
Scott Anderson	WA UTC	sanders@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.

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

9.02 Qualification Status

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

9.02 Inspection Results (type an X in exactly one cell below)		Inspection Notes
	No Issue Identified	Records indicate that one employee doing system patrols was not qualified at the time the patrol was conducted.
X	Potential Issue Identified (explain)	
	N/A (explain)	
	Not Inspected	

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.

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

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.

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

9.05 Program Inspection Deficiencies

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

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

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
		Gregg Olnet	Gary Shelton	Darrell Phillips	
		Correct Performance (Y/N)	Correct Performance (Y/N)	Correct Performance (Y/N)	
1	Relief Valve Set Point	Y	Y		
2	Regulator Stroke and Lockup W/set point verification	Y	Y		
3	Rectifier Bi-Monthly	Y	Y		
4	System Patrols			N	See below.
5					
6					
7					
8					

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.

192.805 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
			X	

	<p>Comments:</p> <p>CNG bases their Operator Qualification Program on the Midwest Energy Associations (MEA) training and evaluation criteria. In order to conduct quarterly patrols, employees must be qualified to MEA covered task 192-0901, System Patrolling. CNG's Operator Qualification procedures, CP-503, requires that only qualified individuals perform covered tasks unless they are under the direct supervision of a qualified individual.</p> <p>CNG's System Surveillance Record (CNG Form 286), dated 1/5/2016 – 1/8/2016, indicates that CNG used an employee for the Yakima 2016 1st quarter patrol that did not have the required MEA 192-0901 qualification.</p>			
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