

Inspection Output (IOR)

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Inspection Information

Inspection Name	City of Enumclaw OQ Inspection	Operator(s)	ENUMCLAW GAS DEPT, CITY OF (4500)	Plan Submitted	12/11/2018
Status	PLANNED	Lead	Scott Anderson	Plan Approval	12/13/2018 by Joe Subits
Start Year	2019	Supervisor	Joe Subits	All Activity Start	03/14/2019
System Type	GD	Director	Sean Mayo	All Activity End	03/14/2019
Protocol Set ID	GD.2018.02			Inspection Submitted	--
				Inspection Approval	--

Inspection Summary

Inspection Scope and Summary

This inspection consisted of a review of the City of Enumclaw Natural Gas Department's Operator Qualification (OQ) plan and procedures as well as a review of OQ records. Previous construction field visits also were conducted.

Summary of Significant Findings

(DO NOT Discuss Enforcement options)

No significant findings were found as a result of this inspection

Primary Operator contacts and/or participants

Ed Hawthorne, City of Enumclaw, Gas Manager

AJ Haas, City of Enumclaw, Gas Engineer

Operator executive contact and mailing address for any official correspondence

Chris Searcy, City of Enumclaw, City Administrator

Jeff Lincoln, City of Enumclaw, Public works Director

Jan Molinaro, City of Enumclaw, Mayor

Scope (Assets)

#	Short Label	Long Label	Asset Type	Asset IDs	Excluded Topics	Planned	Required	Total Inspected	Required % Complete
1.	Enumclaw OQ	Enumclaw OQ	unit	--	Plastic pipe Abandoned Compressor Stations Storage Fields Bottle/Pipe - Holders Vault Onshore Offshore GOM OCS Cast or Ductile Iron	26	26	26	100.0%

#	Short Label	Long Label	Asset Type	Asset IDs	Excluded Topics	Planned	Required	Total Inspected	Required % Complete
					Copper Pipe Aluminum pipe				

1. Percent completion excludes unanswered questions planned as "always observe".

Plans

#	Plan Assets	Focus Directives	Involved Groups/Subgroups	Qst Type(s)	Extent	Notes
1.	Enumclaw OQ	n/a	MISCTOPICS.PROT9	P, R, O, S	Detail	
2.	Enumclaw OQ	n/a	MISCTOPICS.OPTRQUAL	P, R, O, S	Detail	

Plan Implementations

#	Activity Name	SMAR T Act#	Start Date End Date	Focus Directives	Involved Groups/Subgroups	Assets	Qst Type(s)	Planned	Required	Total Inspected	Required % Complete
1	City of Enumclaw OQ Inspection	--	03/14/2019 03/14/2019	n/a	all planned questions	Enumclaw OQ	all types	26	26	26	100.0%

1. Since questions may be implemented in multiple activities, but answered only once, questions may be represented more than once in this table.
2. Percent completion excludes unanswered questions planned as "always observe".

Forms

No.	Entity	Form Name	Status	Date Completed	Activity Name	Asset
1.	Attendance List	City of Enumclaw OQ Inspection	COMPLETED	03/18/2019	City of Enumclaw OQ Inspection	Enumclaw OQ

Results (all values, 26 results)

MISCTOPICS.PROT9: OQ Field Inspection

1. Question Result, ID, References: **NA, TQ.PROT9.CORRECTION.O, 192.801(a) (192.809(a))**
 Question Text: *Have potential issues identified by the OQ plan inspection process been corrected at the operational level?*
 Assets Covered: **Enumclaw OQ**
 Result Notes: **No such event occurred, or condition existed, in the scope of inspection review.**
2. Question Result, ID, References: **Sat, TQ.PROT9.QUALIFICATIONSTATUS.O, 192.801(a) (192.809(a))**
 Question Text: *Verify the individuals performing the observed covered tasks are currently qualified to perform the covered tasks.*
 Assets Covered: **Enumclaw OQ**
 Result Notes: **Reviewed employees qualification report, all City of Enumclaw's employees qualifications are current. For employees that were observed in the field, their qualifications were current.**
3. Question Result, ID, References: **Sat, TQ.PROT9.TASKPERFORMANCE.O, 192.801(a) (192.809(a))**
 Question Text: *Verify the qualified individuals performed the observed covered tasks in accordance with the operator's procedures or operator approved contractor procedures.*

Assets Covered Enumclaw OQ

Result Notes When observed, Reviewed procedure and covered task observed, no issues.

4. Question Result, ID, References Sat, TQ.PROT9.AOCRECOG.O, 192.801(a) (192.809(a))

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

Assets Covered Enumclaw OQ

Result Notes When observed, City of Enumclaw Employees performing covered tasks were cognizant of the AOCs that were applicable to the tasks observed

5. Question Result, ID, References Sat, TQ.PROT9.VERIFYQUAL.O, 192.801(a) (192.809(a))

Question Text *Observe in the field (job site, local office, etc.) that the foreman/supervisor/manager has verified the qualification of the individual performing the task, that the qualification records are current, and ensure the personal identification of all individuals performing covered tasks are checked, prior to task performance.*

Assets Covered Enumclaw OQ

Result Notes Reviewed employees qualification report, all City of Enumclaw's employees qualifications are current. For employees that were observed in the field, their qualifications were current.

MISCTOPICS.OPTRQUAL: Operator Qualification

6. Question Result, ID, References Sat, TQ.OO.OQCONTRACTOR.P, 192.805(b) (192.805(c), 192.805(d), 192.805(e), 192.805(f))

Question Text *Does the OQ plan require other entities that perform covered tasks on behalf of the operator to be qualified?*

Assets Covered Enumclaw OQ

Result Notes City of Enumclaw Procedure 5-A, section 5.3(a)

7. Question Result, ID, References Sat, TQ.OO.OQPLAN.P, 192.805(a) (192.801(b))

Question Text *Is there an OQ plan that includes covered tasks, and the basis used for identifying covered tasks?*

Assets Covered Enumclaw OQ

Result Notes City of Enumclaw Procedure 5-A, section 2(b)

8. Question Result, ID, References Sat, TQ.OO.CHANGENOTIFY.P, 192.805(i)

Question Text *Does the process require significant OQ program changes to be identified and the Administrator or State agency notified?*

Assets Covered Enumclaw OQ

Result Notes City of Enumclaw Procedure 5-A, section 13.2

9. Question Result, ID, References Sat, TQ.OO.CHANGERECD.R, 192.805(i) (192.805(f))

Question Text *Are records maintained for changes that affect covered tasks and significant OQ plan changes?*

Assets Covered Enumclaw OQ

Result Notes Enumclaw Procedure 5-A, section 13.1(a). No such event occurred, or condition existed, in the scope of inspection review.

10. Question Result, ID, References Sat, TQ.OO.EVALMETHOD.P, 192.805(b) (192.803, 192.809(d), 192.809(e))

Question Text *Are evaluation methods established and documented appropriate to each covered task?*

Assets Covered Enumclaw OQ

Result Notes City of Enumclaw Procedure 5-A, section 5

11. Question Result, ID, References Sat, TQ.OO.MOC.P, 192.805(f)

Question Text *Does the OQ program identify how changes to procedures, tools standards and other elements used by individuals in performing covered tasks are communicated to the individuals, including contractor individuals, and how these changes are implemented in the evaluation method(s)?*

Assets Covered Enumclaw OQ

- Result Notes *City of Enumclaw Procedure 5-A, section 7(b)*
12. Question Result, ID, References *Sat, TQ.OQ.NONQUALIFIED.P, 192.805(c)*
 Question Text *Are there provisions for non-qualified individuals to perform covered tasks while being directed and observed by a qualified individual, and are there restrictions and limitations placed on such activities?*
 Assets Covered *Enumclaw OQ*
 Result Notes *City of Enumclaw Procedure 5-A, section 4*
13. Question Result, ID, References *Sat, TQ.OQ.OQCONTRACTOREQUIV.P, 192.805(h)*
 Question Text *Does the OQ plan document that the operator has assured that the procedures on which an OQ vendor has evaluated qualified personnel are the same or consistent with those used by the operator for employees and contractors in the field?*
 Assets Covered *Enumclaw OQ*
 Result Notes *City of Enumclaw Procedure 5-A, section 12*
14. Question Result, ID, References *Sat, TQ.OQ.OQPLAN.O, 192.805(h)*
 Question Text *Do individuals performing covered tasks demonstrate adequate skills, knowledge, and ability?*
 Assets Covered *Enumclaw OQ*
 Result Notes *When observed, individuals performing covered tasks demonstrated adequate KSAs.*
15. Question Result, ID, References *Sat, TQ.OQ.OQPLANCONTRACTOR.P, 192.805(b) (192.805(f), 192.805(c))*
 Question Text *Does the OQ plan have a process to communicate the OQ plan requirements to contractors and ensure that contractors are following it?*
 Assets Covered *Enumclaw OQ*
 Result Notes *City of Enumclaw Procedure 5-A, section 11*
16. Question Result, ID, References *NA, TQ.OQ.PERFMONITOR.R, 192.805(d) (192.805(e))*
 Question Text *If the operator had an incident/accident where there is reason to believe that an individual contributed to the cause, do records indicate evaluation of the individual following the occurrence?*
 Assets Covered *Enumclaw OQ*
 Result Notes *No such event occurred, or condition existed, in the scope of inspection review.*
17. Question Result, ID, References *Sat, TQ.OQ.RECORDS.R, 192.807*
 Question Text *Do records document the evaluation and qualifications of individuals performing covered tasks, and can the qualification of individuals performing covered tasks be verified?*
 Assets Covered *Enumclaw OQ*
 Result Notes *Reviewed City of Enumclaw field staff qualification list. Also reviewed a sampling of Enumclaw's Training or OQ Evaluation records form for each field employee for years 2016-2018. No issues.*
18. Question Result, ID, References *Sat, TQ.OQ.REEVALINTERVAL.P, 192.805(g)*
 Question Text *Does the OQ plan establish and justify requirements for reevaluation intervals for each covered task?*
 Assets Covered *Enumclaw OQ*
 Result Notes *City of Enumclaw Procedure 5-A, section 10 also Appendix 5-A-1 Covered Task List*
19. Question Result, ID, References *Sat, TQ.OQ.TRAINING.P, 192.805(h)*
 Question Text *Does the OQ program provide for initial qualification, retraining and reevaluation of individuals performing covered tasks?*
 Assets Covered *Enumclaw OQ*
 Result Notes *City of Enumclaw Procedure 5A, section 12*
20. Question Result, ID, References *Sat, TQ.OQ.TRAINING.R, 192.807(a) (192.807(b))*
 Question Text *Does the operator have records for initial qualification, retraining and reevaluation of individuals performing covered tasks?*

Assets Covered Enumclaw OQ

Result Notes Reviewed City of Enumclaw field staff qualification list. Also reviewed a sampling of Enumclaw's Training or OQ Evaluation records form for each field employee for years 2016-2018. No issues.

21. Question Result, ID, References Sat, TQ.OQ.OQCONTRACTOR.R, 192.807(a) (192.807(b))

Question Text *Are adequate records containing the required elements maintained for contractor personnel?*

Assets Covered Enumclaw OQ

Result Notes Reviewed 3rd party employees that City of Enumclaw used, the 3rd party brings in their own qualifications and City of Enumclaw also qualifies them with their procedures. Reviewed a sampling of City of Enumclaw's Training or OQ Evaluation Record Form. Records contained the required elements maintained for contractor personnel.

22. Question Result, ID, References NA, TQ.OQ.OTHERENTITY.R, 192.805(b) (192.805(c), 192.803)

Question Text *If the operator employs other entities to perform covered tasks, such as mutual assistance, are adequate records containing the required elements maintained?*

Assets Covered Enumclaw OQ

Result Notes No such event occurred, or condition existed, in the scope of inspection review.

City of Enumclaw is part of a Mutual Assistance program but did not

23. Question Result, ID, References Sat, TQ.OQ.ABNORMAL.P, 192.803

Question Text *Does the OQ Plan contain requirements to assure that individuals performing covered tasks are able to recognize and react to abnormal operating conditions (AOCs)?*

Assets Covered Enumclaw OQ

Result Notes City of Enumclaw Procedure 5A, section 5.2(a)(3-4)

24. Question Result, ID, References Sat, TQ.OQ.ABNORMAL.R, 192.807(a) (192.807(b), 192.803)

Question Text *Do records document evaluation of qualified individuals for recognition and reaction to AOCs?*

Assets Covered Enumclaw OQ

Result Notes Reviewed City of Enumclaw field staff qualification list. Also reviewed a sampling of Enumclaw's Training or OQ Evaluation records form for each field employee for years 2016-2018. Each training form also lists recognition of potential AOCs. No issues.

25. Question Result, ID, References NA, TQ.OQ.ABNORMAL.O, 192.803

Question Text *Do individuals performing covered tasks have adequate knowledge to recognize and react to abnormal operating conditions?*

Assets Covered Enumclaw OQ

Result Notes No such activity/condition was observed during the inspection.

26. Question Result, ID, References Sat, TQ.OQ.PERFMONITOR.P, 192.805(d) (192.805(e))

Question Text *Does the program include provisions to evaluate an individual if there is reason to believe that performance of a covered task contributed to an incident or accident as defined in Parts 192 and 195 or there is reason to believe an individual is no longer qualified to perform a covered task?*

Assets Covered Enumclaw OQ

Result Notes City of Enumclaw Procedure 5A, section 8

Report Parameters: Results: all

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