

**Utilities and Transportation Commission
Pipeline Safety
Operator Annual Review Checklist**

A completed **Annual Review form and Cover Letter/Field Report** must be submitted to the Chief Engineer within **30 days** from completion of the inspection.

Inspection Report			
Inspection ID/Docket Number	7960		
Inspector Name & Submit Date	Scott Anderson 4/4/19		
Chief Eng Name & Review/Date	Joe Subsits 4/5/2019		
Operator Information			
Name of Operator:	Petrogas West, LLC	OP ID #:	39663
Records Location:	4100 Unick Road, Ferndale, WA 98248		
Inspection Date:			

<p>Review Summary: This was an annual review to check for changes Petrogas manuals. See the questions below</p>
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HQ Address: Petrogas West, LLC 4100 Unick Road Ferndale, WA 98248	System/Unit Name & Address: Petrogas West, LLC 4100 Unick Road Ferndale, WA 98248	
Co. Official: Gatlin McConnell Phone No.: 360-384-1701 Fax No.: Emergency Phone No.: 1-866-975-1011	Phone No.: 360-384-1701 Fax No.: Emergency Phone No.: 1-866-975-1011	
Persons Interviewed	Title	Phone No.
Gary McSpadden	Facility Manager	360-333-2631
Gatlin McConnell	HSSE Manager	360-380-8512

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SYSTEM OPERATIONS	
Number of reportable safety related conditions last year:	Number of deferred leaks in system:
Number of <u>non-reportable</u> safety related conditions last year	Number of excavation damage hits last year:
Miles of transmission pipeline within unit (total miles and miles in Class 3 & 4 locations):	Miles of main within inspection unit (total miles and miles in Class 3 & 4 locations):
Operating Pressure(s):	MAOP:
Does the operator have any transmission pipelines?	
Compressor stations? Use Attachment 1.	

Pipe Specifications:			
Year Installed (Range)		Pipe Diameters (Range)	
Material Type		Line Pipe Specification Used	
Mileage		SMYS %	

REVIEW QUESTIONS		S/Yes	U/No	N/A
1.	Was the Annual Report reviewed for accuracy and trends? If any trends discovered, please describe: Annual report was reviewed for accuracy, no trends were discovered. Submittal date 6/12/18 for CY 2017, 5/17/17 for CY 2016.	X		
2.	For transmission operators, has the operator submitted information to the NPMS database, along with changes made after the original submission? Not a transmission operator			X
3.	Were there federally reportable incidents during the previous year? No federal reportables in the previous year			X
4.	Were Incident reports reviewed for accuracy and trends? If any trends discovered please describe: No incidents in the previous year			X
5.	Were there reportable or unreportable safety related conditions during the previous year? If yes please describe. No SRCs in the previous year			X
6.	Were there any abnormal operating conditions (as described in 49 CFR 192.605 (c) or 49 CFR 195.402(d))? If yes please describe No AOCs in the previous year		X	
7	Were there changes to the O&M Manual during the previous year? No O&M changes in the previous year		X	
8	Are the changes acceptable? No O&M changes in the previous year			X
9	Is the O&M Manual up to date? O&M is up to date, annual review was conducted by Petrogas 12/17/18	X		
10	Were emergency plans changed during the previous year? Petrogas updated their Emergency Notification system to Alertus. A colored lighting system with alarms	X		
11	Were the changes satisfactory?	X		
12	Were there changes to the Integrity management program (TIMP and DIMP for LDC's)? No IM plan required			X
13	Is the integrity management program up to date? What are the results of the operators program review (effectiveness evaluation) (DIMP every 5 years)? No IM plan required			X
14	Are the changes acceptable? No IM plan required			X

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15	Is appropriate assessment/ repair work conducted during the past year? (monitor progress of IMP activities) No IM plan required			X
16	What assessment work is planned for the upcoming year? No IM plan required			X
17	Has appropriate DIMP remediation work occurred during the past year? (monitor progress of DIMP activities) Petrogas is an LPG HVL terminal			X
18	What DIMP remediation work is anticipated for upcoming year? Petrogas is an LPG HVL terminal			X
19	Were there changes to the Operator Qualification program? If yes, please describe. Petrogas uses Energy WorldNET for their OQ program. They incorporated process-specific training into the program and replaced the OQ Performance Evaluation requirement with a process-specific performance evaluation requirement. This was done 7/2/18	X		
20	Is the Operator Qualification program up to date? Petrogas OQ update date was 7/2/18	X		
21	Are plan updates satisfactory?	X		
22	Are personnel performing covered tasks (including contractors) properly qualified and requalified at intervals determined in the operators plan? Petrogas OQ manual section 5.0 covers the intervals when personnel is required to be re-qualified, which is once every 3 years.	X		
23	Were there changes to the public awareness program? Petrogas updated emergency numbers throughout and online web-based communications for the stakeholder groups. This occurred 4/24/18	X		
24	Is the public awareness program up to date? Petrogas PA manual last updated 3/19/19	X		
24	Are changes to the public awareness program satisfactory?	X		
26	Is the following information on the operator's web page? (Not a regulatory question) <ul style="list-style-type: none"> • Pipeline purpose and reliability • Damage Prevention • Pipe location information • How to get additional information • National Pipeline Mapping system • On call requirements • Potential Hazards • Prevention measures • Leak/ damage recognition • ROW encroachment • Pipeline location information • Integrity management programs • Emergency preparedness 	X		
27	Were there changes to the Control Room Management Program? Petrogas does not have a control room			X
28	Is the control room management program up to date? Petrogas does not have a control room			X
29	Are the control room management program changes satisfactory? Petrogas does not have a control room			X
30	Are inspection units broken down appropriately? Do you recommend any changes to inspection units in terms of size? Petrogas is the only unit.	X		
31	Were there any flow reversals, product changes, or conversions to service since the last review?		X	
32	If yes, is the operator taking appropriate actions in accordance with ADB-2014-04?			

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