

C 8066

**UTC Standard Inspection Report  
Intrastate Gas Distribution  
R C - State Statutes and Rules  
Records Review and Field Inspections**

## Inspector and Operator Information

PHMSA Advisory Bulletins

<b>Insp. No.</b> 8066	<b>Inspector - Lead</b> Norwood, Derek	<b>Inspector - Assist</b>
<b>Operator</b> City of Ellensburg	<b>Unit</b> Ellensburg Gas Department	<b>Records Location - City &amp; State</b> Ellensburg, WA
<b>Inspection Start Date</b> 10-27-2020	<b>Inspection Exit Interview Date</b> 10-29-2020	<b>Engineer Submit Date</b> 11-18-2020

### Inspection Summary

## Instructions and Ratings Definitions

### INSTRUCTIONS

S - Satisfactory

U - Unsatisfactory

Area Of Concern

N/A - Not Applicable (does not apply in this inspection)

N/C - Not Checked/Evaluated (was not inspected during this inspection)

### INSPECTION RESULTS

Unsatisfactory Responses      Unsatisfactory List

0

Area of Concern Responses      Area of Concern List

0

Not Applicable Responses      Not Applicable List

8

1,4,5,6,14,15,16,17

Not Checked / Evaluated Responses      Not Checked / Evaluated List

0

\*\*If an item is marked Form a- annual review. U, N/Form a- annual review or N/C, an explanation must be included in this report.

## Records, Procedures and Reports

### Question #1.

Has the operator provided accurate maps (or updates) of pipelines operating over 250PSIG to specifications developed by the commission and sufficient to meet the needs of first responders?

<b>Statutory Reference</b> RCW 81.88.080	<b>1. Result</b> Not Applicable	<b>Q1. Within Scope of this Inspection:</b> No such requirement existed.	<b>1. Notes</b> Ellensburg has no pipelines over 250 psig
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<b>Statutory Reference</b> WAC 480-93-180(1)	<b>2. Result</b> Satisfactory	<b>2. Notes</b> Section 10.1.5.F.4 Section 10.1.6.E
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## Section 10.1.7

**Question #3.**

Does the operator have a procedure for dealing with leaks caused by excavation damage near buildings? Do the procedures adequately address the possibility of multiple leaks and underground migration of gas into nearby buildings?

**Statutory Reference**

WAC 480-93-180(1)

**3. Result**

Satisfactory

**3. Notes****Question #4**

Does the operator have a quality assurance program in place for monitoring the locating and marking of facilities? Do operators conduct regular field audits of the performance of locators/contractors and take action when necessary? (CGA Best Practices. Recommended, not required)

**Reference:**

**Operator Internal Performance Measures; PHMSA State Program Guidelines**

**4. Results**

Not Applicable

**Q4. Within Scope of this****Inspection:**

No such requirement existed.

**4. Notes**

Ellensburg does not have contractors for locating, they do conduct internal reviews

**Question #5.**

Does operator include performance measures in facility locating services contracts with corresponding and meaningful incentives and penalties?

**Statutory Reference**

WAC 480-93-007

**Statutory Reference**

WAC 480-93-013

**Reference:**

**PHMSA State Program Guidelines**

**5. Result**

Not Applicable

**Q5. Within Scope of this Inspection:**

No such requirement existed.

**5. Notes**

Ellensburg does not have contractors for locating

**Question #6.**

Do locate contractors address performance problems for persons performing locating services through mechanisms such as re-training, process change, or changes in staffing levels?

**Statutory Reference**

WAC 480-93-007

**Statutory Reference**

WAC 480-93-013

**6. Result**

Not Applicable

**Q6. Within Scope of this Inspection:**

No such requirement existed.

**6. Notes**

Ellensburg does not have contractors for locating

**Question #7.**

Does the operator periodically review the Operator Qualification plan criteria and methods used to qualify personnel to perform locates?

**Statutory Reference**

WAC 480-93-007

**Statutory Reference**

WAC 480-93-013

**7. Result**

Satisfactory

**7. Notes**

Ellensburg reviews OQ requirements annually

**Question #8.**

Are operator locating and excavation procedures in compliance with RCW 19.122?

**Statutory Reference**

RCW 19.122

**Statutory Reference**

WAC 480-93-250

**8. Result**

Satisfactory

**8. Notes**

Section 14.12

Section 14.14.C

**Question #9.**

Are locates made within the required timelines specified within RCW 19.122 (2 full business days)? Examine record sample.

Statutory Reference	Statutory Reference	9. Result	9. Notes
RCW 19.122	WAC 480-93-250	Satisfactory	Reviewed record sample  Ticket called in on 10/20/2020, completed on 10/21/2020  Ticket called in on 10/21/2020, completed on 10/22/2020

#### Question #10.

Are locating and excavating personnel properly qualified in accordance with the operator's Operator Qualification plan and with federal and state requirements?

Statutory Reference	Statutory Reference	10. Result	10. Notes
WAC 480-93-007	WAC 480-93-013	Satisfactory	

#### Question #11.

Is the operator appropriately addressing discovered mapping errors, including those that have resulted in excavation damage?

Reference:	11. Result	11. Notes
PHMSA State Program Guidelines Operator Internal Performance Measures	Satisfactory	Crews identify mapping errors and provide them to Darin Yusi or the Gas Engineering Specialist who can make revisions

#### Question #12.

Are mapping corrections timely and according to written procedures?

Reference:	12. Result	12. Notes
PHMSA State Program Guidelines Operator Internal Performance Measures	Satisfactory	Changes usually occur within a day

#### Question #13

Are Annual Reports filed with the commission no later than March 15 for the proceeding year?

Statutory Reference	13. Result	13. Notes
WAC 480-93-200(10)	Satisfactory	

#### Question #14.

Did the operator submit a copy of DOT Drug and Alcohol Testing MIS Data Collection Form to the commission when required?

Statutory Reference	14. Result	Q14. Within Scope of this Inspection:	14. Notes
WAC 480-93-200 (13)	Not Applicable	No such requirement existed.	Ellensburg has fewer than 50 covered employees

#### Question #15

Are shorted conditions leak surveyed within 90 days of discovery and twice annually/not to exceed 7.5 months?

Statutory Reference	15. Result	Q15. Within Scope of this Inspection:	15. Notes

WAC 480-93-110  
(5)(d)Not  
ApplicableNo such event occurred, or  
condition existed.No shorted conditions have  
been found

## Comments - Records, Procedures & Reports

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**Comments - Records Review - Any rating other than Satisfactory, requires comments. Ensure you annotate the question number for each comment.**

## FIELD INSPECTION OBSERVATIONS

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### Question #16

Welding procedures located on site where welding is performed?

#### Statutory Reference

WAC 480-93-080  
(1)(e)

#### 16. Results

Not  
Applicable

#### Q16. Within Scope of this Inspection:

No such event occurred, or condition  
existed.

#### 16. Notes

No welding performed during the  
inspection

### Question #17

Is the operator using testing equipment necessary to record and document essential variables during welder and procedure testing/qualifications?

#### Statutory Reference

WAC 480-93-080  
(1)(c)

#### 17. Results

Not  
Applicable

#### Q17. Within Scope of this Inspection:

No such event occurred, or condition  
existed.

#### 17. Notes

No welding performed during the  
inspection

## Comments - Field Observations

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**Comments - Field Observations - Any rating other than Satisfactory, requires comments. Ensure you annotate the question number for each comment.**