

Attachment 1

Redacted

From: Redacted
Sent: Wednesday, July 14, 2010 1:40 PM
To: Redacted
Subject: FW: Reda Relief valve MAOP records
Attachments: Redacted 0618.pdf

fyi

From: Redacted
Sent: Monday, June 21, 2010 3:04 PM
To: Redacted
Subject: FW: Red Relief valve MAOP records

FYI for Redacted Station

From: Redacted
Sent: Friday, June 18, 2010 11:01 AM
To: Redacted
Cc: Redacted
Subject: Red Relief valve MAOP records

DONE

David,

I reviewed the V-18 gas supply relief valve records per your request. Redacted helped out on this and reviewed my work.

Maximum permissible set pressure: 158
MAOP: 158

(Based on Ledeen Actuator GS-220-DA-HMO)

We found some discrepancies which require corrective action.

District action items:

Replace V-18 gas supply 200# relief with 150# relief. Quote attached from Tri-Pacific.



Redacted
0618.pdf (25 KB)

Sincerely,

Redacted

Package Regulator/Relief Valve Record

Station: Redacted System: _____
 Frequency: Annual Anniversary Month March PID _____ Blk. _____

Regulator	Tag:	Bar ID:	
Make	Modern Engineering Co.	Connection	
Model #	9745EK	Size	Other Information
Serial #		Type	P-2-D multi set May 500 PSI

Relief	Tag:	Bar ID:			
Make	Generant Butler NJ	Conn	Inlet	Outlet	Other Information
Model #	IRVP4-500B-V-200 psi	Size			
Serial #		Type			

Maximum Permissible Relief Set Pressure 158 MAOP 158

Note: Capacity calculations are not required (Relief valve was supplied as an integral part of a manufactured assembly. If relief or regulator valve have been replaced or modified with a non-factory specified product, capacity review is required. See GS&S H-70 and use form H-70, Exhibit 1 or 2.)

Normal Regulator Set Pressure:					Normal Relief Set Pressure:					Ann Redact ed
Date	Initials	As Found	As Left	Condition*	Date	Initials	As Found	As Left	Condition*	
3-3 04	Redacted	104	104		3-3 04	Redacted	201	201		✓
3-22 05		103	104		3-22 05		201.6	201.6		
3-15 06		104	104		3-15 06		202	202		
3-8 07		107	105		3-8 07		209	209		
3-6 08		103	104		3-6 08		209	209		
3-27 09		103.2	104		3-27 09		209	209		
3-17 10		106	104		3-17 10		198.5	198.5		
							2-4 11	146.6	146.6	

* As part of the inspection verify that the regulator and relief valve have not been changed.



Package Regulator/Relief Valve Maintenance Record

GT&D
Rev. 1/1/2010
TD-4430P-02-F07

Make all entries in black or blue permanent ink.

Station: Redacted System: V-15
 Frequency: Annual Anniversary Month: March PID: _____ Blk: _____

Regulator		Tag:	Bar ID:	
Make	<u>Modern Engineering Co</u>	Connection		Other Information
Model #	<u>9745EK</u>	Size		
Serial #		Type	<u>P-T-D multi Seat</u>	<u>Max 500 psi</u>

Relief		Tag:	Bar ID:		
Make		Conn	Inlet	Outlet	Other Information
Model #	<u>04-2512</u>	Size	<u>1/2"</u>	<u>3/4"</u>	
Serial #		Type			

Maximum Permissible Relief Set Pressure 158 MAOP 158

Note: Capacity calculations are not required. (The relief valve is supplied as an integral part of a manufactured assembly. If the relief or regulator valve has been replaced or modified with a non-factory-specified product, capacity review is required. See GS&S H-70, "Pressure Relief Devices" and use form H-70, Exhibit 1 or 2.)

Normal Regulator Set Pressure:					Normal Relief Set Pressure:					
Date	Technician Initials/ LAN ID	As Found	As Left	Condition*	Date	Technician Initials/ LAN ID	As Found	As Left	Condition*	Supervisor Approval LAN ID/Date
	/				<u>2-4-11</u>	<u>Redacted</u>	<u>146.6</u>	<u>146.6</u>	<u>NEW</u>	<u>Redacted 2-4-11</u>
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* As part of the inspection, verify that the regulator and relief valves have not been changed.

PLM Work Request

CONFIDENTIAL - Provided Pursuant to P.U. Code §583

Request ID: 172356

Status: Scheduled

Request Section

District: MH - Milpitas/Hollister	Requested Priority: 3-P System
Group: HOL-Hollister District	Request Date/Time: Feb 4 2011 7:15AM
Facility: G46 Red Station (PLS)	Requestor's LAN ID: Redacted
Bar Id: MHG460097	Requestor's Phone: 408/472-4220
Tag No.: PRV-18	Est Hrs.: 2
Equipment Desc: Valve, Relief, V-18 Supply Gas Red Station	Keep Me Posted:
Failure / Request: Change out package relief with new 150 psi relief per Redacted	

Job Requirements

OQ Skill Required: 16-01	Order Number: 2009198	
Clearance Required: _____	Clearance Number: _____	Requested Crew Size: 1
Form Required: _____	Form Number: _____	All Required Parts In Stock: Yes
Outage Required: _____	Hazardous Condition Report: _____	USA Required: _____

Plan Section

Approved Priority: 1-A/C Correct Unsafe/Rest. SW	Work Category: Compliance	Est. Wrench Hours: 2
Approved By: Redacted		Approved Date: 02/04/2011
Assigned To: Redacted		
Scheduling Notes: Auto Scheduled: No notes.		
Department: 1	Planned Crew Size: 1	
Early Start Date: 02/04/2011	Latest Finish Date: 02/04/2011	

Hold Section

Hold Reason: _____	SAP Shopping Cart Number: _____
Expected reschedule Date: _____	Actual Wrench Hours to Date: _____

Completion Section

Failure Code (Circle)	Communication	Electrical	NonFailure-Maint	Recorded Failure Code:
<u>Controls</u>	Mechanical	Project	Air Patrol Response	Performed By: Redacted
Corrosion	Third Party	Operations		Performed Date: 2-4-11

What was found / What was done / How was it left: Installed new Relief and Tested Relief Pressure, stamped Pressure 150psi Relief at 146.6 psi Test Equipment Eaton High Pressure Calibrator SN# A24534

IS THIS WORK REQUEST COMPLETE: YES / NO

Travel Time: _____ YTD: _____
Wrench Time: _____ YTD: _____



**Becker Precision Equipment
Dresser, Inc.**

1550 Greenleaf Avenue, Elk Grove Village, IL 60007
Phone: 847.437.5940; Fax: 847.437.2549

CONFIDENTIAL - Provided Pursuant to P.U. Code §583

Packing List

DMD# 475690 - 1

Bill To: TRI- PACIFIC 4345 PACIFIC STREET OAKLAND, CA 95677			Ship To: PACIFIC GAS & ELECTRIC Redacted			
PO No. 062819-17		Ship Date 7/20/10	Shipped Via UPS		Customer No. Redacted	Load No. 355620
Line No.	Qty Shipped	Qty Backordered	Part No./Description			
1	1.00	.00	04-2512 RELIEF VALVE 150#SS, BECKER MADE			
2	2.00	.00	04-2565-ADJ-125 1/2NPT SS RELIEF VALVE; SET POINT 125 PSIG			
NOTE: 1. All freight damages should be reported to the respective freight company within 10 days of the receipt of the shipment by the recipient. 2. All other claims must be made within 10 days after receipt of shipment. No Credit Allowed on Goods Returned without Permission and RMA Number.						

Attachment 2

Package Regulator/Relief Valve Record

Station: Redacted Meter Station System: _____ Monitor # 19
 Frequency: Annual Anniversary Month June PID _____ Blk. _____

Regulator	Tag:	Bar ID:	
Make	<u>Fisher Control</u>	Connection	Other Information
Model #	<u>1301F</u>	Size <u>1/4"</u>	<u>max Inlet 6000 PSI</u>
Serial #	<u>0017755499</u>	Type	<u>max Outlet 225 PSI</u>

Relief	Tag:	Bar ID:	
Make		Conn	Inlet
Model #	<u>04 2512</u>	Size <u>1/2"</u>	Outlet <u>3/4"</u>
Serial #		Type	Other Information <u>125 PSI</u>
None Adjustable			

Maximum Permissible Relief Set Pressure 130 MAOP 130

Note: Capacity calculations are not required (Relief valve was supplied as an integral part of a manufactured assembly. If relief or regulator valve have been replaced or modified with a non-factory specified product, capacity review is required. See GS&S H-70 and use form H-70, Exhibit 1 or 2.)

Normal Regulator Set Pressure: 100psi					Normal Relief Set Pressure: 150psi					
Date	Initials	As Found	As Left	Condition*	Date	Initials	As Found	As Left	Condition*	Appd
4-23 07	Redacted	105	100	New Install	4-23 07	Redacted	150.4	150.4	New Install	Redacted
6-7 07		99	100		6-7 07		150.4	150.4		
6-5 08		107	100		6-5 08		146.4	146.4		
6-11 09		101.4	100		6-11 09		152.2	152.2		
8-12 10		86	100		8-12 10		124.8	124.8	change out with 125psi	
USE NEW FORM					USE NEW FORM					

* As part of the inspection verify that the regulator and relief valve have not been changed.

Package Regulator/Relief Valve Record

Station: Redacted **Meter Station** System: _____ **Monitor # 20**
 Frequency: Annual Anniversary Month June PID _____ Blk. _____

Regulator	Tag:	Bar ID:	
Make	<i>Fisher Control</i>	Connection	
Model #	<i>1301F</i>	Size	<i>1/4"</i>
Serial #	<i>0017755501</i>	Type	
		Other Information	
		<i>max Inlet 6000 psi</i>	
		<i>max outlet 225 psi</i>	

Relief	Tag:	Bar ID:		
Make		Conn	Inlet	Outlet
Model #	<i>042512</i>	Size	<i>1/2"</i>	<i>3/4"</i>
Serial #		Type		
		Other Information		
		<i>125 PSI</i>		
		<i>None Adjustable</i>		

Maximum Permissible Relief Set Pressure 130 MAOP 130

Note: Capacity calculations are not required (Relief valve was supplied as an integral part of a manufactured assembly. If relief or regulator valve have been replaced or modified with a non-factory specified product, capacity review is required. See GS&S H-70 and use form H-70, Exhibit 1 or 2.)

Normal Regulator Set Pressure: 100psi					Normal Relief Set Pressure: 150psi					
Date	Initials	As Found	As Left	Condition*	Date	Initials	As Found	As Left	Condition*	Appd
<i>4-23 07</i>	Redacted	<i>103</i>	<i>100</i>	<i>New Install</i>	<i>4-23 07</i>	Redacted	<i>150</i>	<i>150</i>	<i>New Install</i>	Redacted
<i>6-7 07</i>		<i>100</i>	<i>100</i>		<i>6-7 07</i>		<i>150</i>	<i>150</i>		
<i>6-5 08</i>		<i>91</i>	<i>100</i>		<i>6-5 08</i>		<i>149.2</i>	<i>149.2</i>		
<i>6-11 09</i>		<i>99.9</i>	<i>100</i>		<i>6-11 09</i>		<i>150.2</i>	<i>150.2</i>		
<i>8-12 10</i>		<i>97.3</i>	<i>100</i>		<i>8-12 10</i>		<i>125</i>	<i>125</i>	<i>Change out with 125 psi</i>	

* As part of the inspection verify that the regulator and relief valve have not been changed.



**Becker Precision Equipment
Dresser, Inc.**

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Phone: 847.437.5940; Fax: 847.437.2549

CONFIDENTIAL - Provided Pursuant to P.U. Code §583

Packing List

DMD# 475690 - 1

Bill To: TRI- PACIFIC 4345 PACIFIC STREET OAKLAND, CA 95677	Ship To: PACIFIC GAS & ELECTRIC <div style="border: 1px solid black; padding: 5px; width: fit-content;">Redacted</div>
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PO No. 062819-17	Ship Date 7/20/10	Shipped Via UPS	Customer No. <div style="border: 1px solid black; padding: 2px;">Redacted</div>	Load No. 355620
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Line No.	Qty Shipped	Qty Backordered	Part No./Description
1	1.00	.00	04-2512 RELIEF VALVE 150#SS, BECKER MADE
2	2.00	.00	04-2565-ADJ-125 1/2NPT SS RELIEF VALVE; SET POINT 125 PSIG
<p>NOTE:</p> <p>1. All freight damages should be reported to the respective freight company within 10 days of the receipt of the shipment by the recipient.</p> <p>2. All other claims must be made within 10 days after receipt of shipment. No Credit Allowed on Goods Returned without Permission and RMA Number.</p>			

Attachment 3

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder.
5. Authorization Clearance # **HOL STD Dolan Station Monthly Routines**

Activity	Monthly	COMMENTS
General		
NOTIFY: Gas Control upon entering station and Request Clearance.	✓	
ROADS: Inspect Station access for erosion or encroachment.	✓	
LOG: Log in date, name, reason for visit, and any abnormal conditions.	✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.	✓	
CLEARANCE: Verify the Authorization Clearance is in good order.	✓	
Housekeeping		
STATION YARD: Clean the station yard of weeds, trash, & debris.	✓	
BUILDING: Sweep out building. Clean debris and spider webs.	✓	
Safety		
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.	OIC	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.	✓	
STATION: General inspection for any unsafe equipment or conditions.	✓	
Electrical / Electronic		
LIGHTING: Check bulbs and clean as necessary.	✓	
ALARMS: Check Charger Fail and Loss of AC Alarms	✓	
STANDBY BATTERIES: Check switchover and 20 minute test.	✓	
Starting Voltage: <u>27.63</u> Ending Voltage: <u>25.15</u>	✓	
Communications:		
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.		
Monitor and Regulators		
	AF	AL
V-17: Verify proper operation and control point.	396	396
V-18: Verify proper operation and control point.	404.5	404.5
V-19: Verify proper operation and control point.	417	417
V-20: Verify proper operation and control point.	417	417
Environmental		
SPIILLS: Inspect for spills, leakage, and potential leakage issue's	✓	
Security		
ALARMS: Check that cabinet entry alarm is operational	✓	
FENCE: Inspect all fencing, gates, Doors & Locks	OIC	
Pressure and Voltage checks		
ACTUAL	SCADA PRESS.	
301A: <u>368.8</u>	301A: <u>369.21</u>	✓
301G: <u>492.5</u>	301G: <u>493.</u>	✓
301B: <u>404.24</u>	301B: <u>404.64</u>	✓
301B Zero Flow: <u>1.1</u>	301B Flow: <u>1.1</u>	✓

Date: 3-18-11

Name: Redacted

Comments: Lower Becker Regs 17A & 18A to 65 psi

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder
5. Authorization Clearance # IOL STD Redacted Station Monthly Routines

Activity	Monthly	COMMENTS	
General			
NOTIFY: Gas Control upon entering station and Request Clearance.	✓	Redacted	
ROADS: Inspect Station access for erosion or encroachment.	OK		
LOG: Log in date, name, reason for visit, and any abnormal conditions.	✓		
OPERATING DIAGRAM: Verify the Op Diagram is up to date.	✓		
CLEARANCE: Verify the Authorization Clearance is in good order.	✓		
Housekeeping			
STATION YARD: Clean the station yard of weeds, trash, & debris.	✓		
BUILDING: Sweep out building. Clean debris and spider webs.	✓		
Safety			
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.	OK		
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.	✓		
STATION: General inspection for any unsafe equipment or conditions.	✓		
Electrical / Electronic			
LIGHTING: Check bulbs and clean as necessary.	✓		
ALARMS: Check Charger Fail and Loss of AC Alarms	✓		
STANDBY BATTERIES: Check switchover and 20 minute test.			
Starting Voltage: 27.68 Ending Voltage: 25.67	✓		
Communications:			
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.			
Monitor and Regulators			
	AF	AL	
V-17: Verify proper operation and control point.	395	395	✓
V-18: Verify proper operation and control point.	404	404	✓
V-19: Verify proper operation and control point.	417.6	417.6	✓
V-20: Verify proper operation and control point.	417.2	417.2	✓
Environmental			
SPILLS: Inspect for spills, leakage, and potential leakage issue's	✓		
Security			
ALARMS: Check that cabinet entry alarm is operational	✓		
FENCE: Inspect all fencing, gates, Doors & Locks	OK		
Pressure and Voltage checks			
ACTUAL	SCADA PRESS.		
301A : 386.5	301A :	386.79	✓
301G : 487.5	301G :	487.83	✓
301B : 404.1	301B :	404.23	✓
301B Zero Flow : .61	301B Flow:	.62	✓

12:58

Date: 2-8-11

Name: Redacted

Comments: Office Plate inspection Removed 12"x6" Plate & installed 12"x7.5" Plate Calibrated 3095 Transmitter Test Monitors & Regulators

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder
5. Authorization Clearance # HOL STD Red Station Monthly Routines

Activity	Monthly	COMMENTS
General		
NOTIFY: Gas Control upon entering station and Request Clearance.	✓	Redacted
ROADS: Inspect Station access for erosion or encroachment.	OK	
LOG: Log in date, name, reason for visit, and any abnormal conditions.	✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.	✓	
CLEARANCE: Verify the Authorization Clearance is in good order.	✓	
Housekeeping		
STATION YARD: Clean the station yard of weeds, trash, & debris.	✓	
BUILDING: Sweep out building. Clean debris and spider webs.	✓	
Safety		
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.	OK	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.	✓	
STATION: General inspection for any unsafe equipment or conditions.	✓	
Electrical / Electronic		
LIGHTING: Check bulbs and clean as necessary.	✓	
ALARMS: Check Charger Fail and Loss of AC Alarms	✓	
STANDBY BATTERIES: Check switchover and 20 minute test.	✓	
Starting Voltage: 27.7 Ending Voltage: 25.81	✓	
Communications:		
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.	✓	
Monitor and Regulators		
	AF	AL
V-17: Verify proper operation and control point.	396	395
V-18: Verify proper operation and control point.	404	404
V-19: Verify proper operation and control point.	414	416
V-20: Verify proper operation and control point.	414.5	417
Environmental		
SPILLS: Inspect for spills, leakage, and potential leakage issue's	OK	
Security		
ALARMS: Check that cabinet entry alarm is operational	OK	
FENCE: Inspect all fencing, gates, Doors & Locks	OK	
Pressure and Voltage checks		
ACTUAL	SCADA PRESS.	
301A: 389.9	301A: 390.2	✓
301G: 491.7	301G: 492.1	✓
301B: 403.6	301B: 403.9	✓
301B Zero Flow :	301B Flow:	

3:20

Date: 1-12-11

Name: Redacted

Comments: North Side Building light is burnt out
 Replaced bulb Tested Reg. & monitor Values

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder
5. Authorization Clearance # **HOL STD** Redacted Station Monthly Routines

Activity	Monthly	COMMENTS
General		
NOTIFY: Gas Control upon entering station and Request Clearance.	✓	Redacted
ROADS: Inspect Station access for erosion or encroachment.	✓	
LOG: Log in date, name, reason for visit, and any abnormal conditions.	✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.	✓	
CLEARANCE: Verify the Authorization Clearance is in good order.	✓	
Housekeeping		
STATION YARD: Clean the station yard of weeds, trash, & debris.	✓	
BUILDING: Sweep out building. Clean debris and spider webs.	✓	
Safety		
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.	✓	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.	✓	
STATION: General inspection for any unsafe equipment or conditions.	✓	
Electrical / Electronic		
LIGHTING: Check bulbs and clean as necessary.	✓	
ALARMS: Check Charger Fail and Loss of AC Alarms	✓	
STANDBY BATTERIES: Check switchover and 20 minute test.	✓	
Starting Voltage: 27.68 Ending Voltage: 25.6	✓	
Communications:		
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.	✓	
Monitor and Regulators		
	AF	AL
V-17: Verify proper operation and control point.	399	395
V-18: Verify proper operation and control point.	404.6	404.6
V-19: Verify proper operation and control point.	419	417
V-20: Verify proper operation and control point.	419	417
Environmental		
SPIILLS: Inspect for spills, leakage, and potential leakage issue's	✓	
Security		
ALARMS: Check that cabinet entry alarm is operational	✓	
FENCE: Inspect all fencing, gates, Doors & Locks	✓	
Pressure and Voltage checks		
ACTUAL	SCADA PRESS.	
301A : 363.5	301A :	363.9
301G : 479.8	301G :	479.9
301B : 404.6	301B :	404.9
301B Zero Flow : 1.16	301B Flow :	1.17

9:08

Date: 12-17-10

Name Redacted

Comments: _____

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder.
5. Authorization Clearance # HOL STD Red Station Monthly Routines

Activity		Monthly	COMMENTS
General			
NOTIFY: Gas Control upon entering station and Request Clearance.		✓	
ROADS: Inspect Station access for erosion or encroachment.		O/K	
LOG: Log in date, name, reason for visit, and any abnormal conditions.		✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.		✓	
CLEARANCE: Verify the Authorization Clearance is in good order.		✓	
Housekeeping			
STATION YARD: Clean the station yard of weeds, trash, & debris.		O/K	
BUILDING: Sweep out building. Clean debris and spider webs.		O/K	
Safety			
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.		O/K	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.		✓	
STATION: General inspection for any unsafe equipment or conditions.		✓	
Electrical / Electronic			
LIGHTING: Check bulbs and clean as necessary.		O/K	
ALARMS: Check Charger Fail and Loss of AC Alarms		✓	
STANDBY BATTERIES: Check switchover and 20 minute test.		✓	
Starting Voltage: <u>27.64</u> Ending Voltage: <u>25.48</u>		✓	
Communications:			
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.		✓	
Monitor and Regulators		AF	AL
V-17: Verify proper operation and control point.	<u>395</u>	<u>395</u>	✓
V-18: Verify proper operation and control point.	<u>404</u>	<u>404</u>	✓
V-19: Verify proper operation and control point.	<u>418</u>	<u>418</u>	✓
V-20: Verify proper operation and control point.	<u>418</u>	<u>418</u>	✓
Environmental			
SPILLS: Inspect for spills, leakage, and potential leakage issue's		O/K	
Security			
ALARMS: Check that cabinet entry alarm is operational		✓	
FENCE: Inspect all fencing, gates, Doors & Locks		O/K	
Pressure and Voltage checks			
ACTUAL		SCADA PRESS.	
301A : <u>387.6</u>	301A : <u>388</u>	✓	
301G : <u>456.4</u>	301G : <u>456</u>	✓	
301B : <u>403.6</u>	301B : <u>404</u>	✓	
301B Zero Flow : <u>.36</u>	301B Flow: <u>.35</u>	✓	

Date: 11-2-10

Name Redacted

Comments: _____

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper bin
5. Authorization Clearance # **HOL STD** Redacted Station Monthly Routines

Activity	Monthly	COMMENTS
General		
NOTIFY: Gas Control upon entering station and Request Clearance.	✓	Redacted
ROADS: Inspect Station access for erosion or encroachment.	✓	
LOG: Log in date, name, reason for visit, and any abnormal conditions.	✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.	✓	
CLEARANCE: Verify the Authorization Clearance is in good order.	✓	
Housekeeping		
STATION YARD: Clean the station yard of weeds, trash, & debris.	✓	
BUILDING: Sweep out building. Clean debris and spider webs.	✓	
Safety		
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.	✓	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.	✓	
STATION: General inspection for any unsafe equipment or conditions.	✓	
Electrical / Electronic		
LIGHTING: Check bulbs and clean as necessary.	✓	
ALARMS: Check Charger Fail and Loss of AC Alarms	✓	
STANDBY BATTERIES: Check switchover and 20 minute test.	✓	
Starting Voltage: 27.4V Ending Voltage: 20.35V	✓	
Communications:		
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.	✓	
Monitor and Regulators		
V-17: Verify proper operation and control point.	AF 415 AL 415	✓
V-18: Verify proper operation and control point.	405 405	✓
V-19: Verify proper operation and control point.	418 418	✓
V-20: Verify proper operation and control point.	418 418	✓
Environmental		
SPIILLS: Inspect for spills, leakage, and potential leakage issue's	✓	
Security		
ALARMS: Check that cabinet entry alarm is operational	✓	
FENCE: Inspect all fencing, gates, Doors & Locks	✓	
Pressure and Voltage checks		
ACTUAL	SCADA PRESS.	
301A : 386.9	301A : 386.32	✓
301G : 459.0	301G : 459.33	✓
301B : 405.0	301B : 405.31	✓
301B Zero Flow : 0	301B Flow: 0	✓

Date: 10/5/10

Name: Redacted

Comments: _____

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder
5. Authorization Clearance # HOL STD Red Station Monthly Routines

Activity	Monthly	COMMENTS
General		
NOTIFY: Gas Control upon entering station and Request Clearance.	✓	Redacted
ROADS: Inspect Station access for erosion or encroachment.	✓	
LOG: Log in date, name, reason for visit, and any abnormal conditions.	✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.	✓	
CLEARANCE: Verify the Authorization Clearance is in good order.	✓	
Housekeeping		
STATION YARD: Clean the station yard of weeds, trash, & debris.	✓	
BUILDING: Sweep out building. Clean debris and spider webs.	✓	
Safety		
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.	OIC	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.	✓	
STATION: General inspection for any unsafe equipment or conditions.	✓	
Electrical / Electronic		
LIGHTING: Check bulbs and clean as necessary.	✓	
ALARMS: Check Charger Fail and Loss of AC Alarms	✓	
STANDBY BATTERIES: Check switchover and 20 minute test. Starting Voltage: <u>27.63</u> Ending Voltage: <u>25.20</u>	✓	
Communications:		
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.	✓	
Monitor and Regulators		
V-17: Verify proper operation and control point.	AF 395 AL 395 ✓	
V-18: Verify proper operation and control point.	404 404 ✓	
V-19: Verify proper operation and control point.	417 417 ✓	
V-20: Verify proper operation and control point.	417 417 ✓	
Environmental		
SPILLS: Inspect for spills, leakage, and potential leakage issue's	✓	
Security		
ALARMS: Check that cabinet entry alarm is operational	✓	
FENCE: Inspect all fencing, gates, Doors & Locks	OIC	
Pressure and Voltage checks		
ACTUAL	SCADA PRESS.	
301A : <u>381.6</u>	301A : <u>382</u>	
301G : <u>481</u>	301G : <u>481.4</u>	✓
301B : <u>404.4</u>	301B : <u>404</u>	✓
301B Zero Flow :	301B Flow:	

Date: 8-12-10

Name: Redacted

Comments: _____

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder.
5. Authorization Clearance # HO49-050

Activity	Monthly	COMMENTS
General		
NOTIFY: Gas Control upon entering station and Request Clearance.	✓	Redacted
ROADS: Inspect Station access for erosion or encroachment.	✓	OK
LOG: Log in date, name, reason for visit, and any abnormal conditions.	✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.	✓	Updated REV-14
CLEARANCE: Verify the Authorization Clearance is in good order.	✓	HOL-STD-Redacted MONTHLY RT
Housekeeping		
STATION YARD: Clean the station yard of weeds, trash, & debris.	✓	*
BUILDING: Sweep out building. Clean debris and spider webs.	✓	Brooms NFG.
Safety		
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.	✓	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.	✓	
STATION: General inspection for any unsafe equipment or conditions.	✓	
Electrical / Electronic		
LIGHTING: Check bulbs and clean as necessary.	✓	
ALARMS: Check Charger Fail and Loss of AC Alarms	✓	OK
STANDBY BATTERIES: Check switchover and 20 minute test.	✓	
Starting Voltage: 27.2 ✓ Ending Voltage: 25.6 ✓		OK
Communications:		
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.	✓	
Monitor and Regulators		
V-17: Verify proper operation and control point.	AF 395 AL 395 ✓	
V-18: Verify proper operation and control point.	40A 40A ✓	
V-19: Verify proper operation and control point.	A15 A15 ✓	
V-20: Verify proper operation and control point.	A15 A15 ✓	
Environmental		
SPILLS: Inspect for spills, leakage, and potential leakage issue's	✓	
Security		
ALARMS: Check that cabinet entry alarm is operational	✓	OK
FENCE: Inspect all fencing, gates, Doors & Locks	✓	
Pressure and Voltage checks		
ACTUAL	SCADA PRESS.	
301A : 388.8	301A : 389.3	✓ OK
301G : 477.4	301G : 478.5	✓ "
301B : 404.0	301B : 404.7	✓ "
301B Zero Flow : .22	301B Flow : .74	✓ "

Date: 7-29-2010

Name: Redacted

Comments: * Needs attention "Weeds"

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder.
5. Authorization Clearance # HO49-050

Activity	Monthly	COMMENTS
General		
NOTIFY: Gas Control upon entering station and Request Clearance.	✓	Redacted
ROADS: Inspect Station access for erosion or encroachment.	O/K	
LOG: Log in date, name, reason for visit, and any abnormal conditions.	✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.	✓	
CLEARANCE: Verify the Authorization Clearance is in good order.	✓	
Housekeeping		
STATION YARD: Clean the station yard of weeds, trash, & debris.	✓	To Many To Cut
BUILDING: Sweep out building. Clean debris and spider webs.	✓	
Safety		
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.	O/K	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.	✓	
STATION: General inspection for any unsafe equipment or conditions.	✓	
Electrical / Electronic		
LIGHTING: Check bulbs and clean as necessary.	O/K	
ALARMS: Check Charger Fail and Loss of AC Alarms	✓	
STANDBY BATTERIES: Check switchover and 20 minute test.		
Starting Voltage: 27.69 Ending Voltage: 25.66	✓	
Communications:		
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.	✓	
Monitor and Regulators		
	AF	AL
V-17: Verify proper operation and control point.	395	395
V-18: Verify proper operation and control point.	404	404
V-19: Verify proper operation and control point.	415	415
V-20: Verify proper operation and control point.	415	415
Environmental		
SPILLS: Inspect for spills, leakage, and potential leakage issue's	O/K	
Security		
ALARMS: Check that cabinet entry alarm is operational	✓	
FENCE: Inspect all fencing, gates, Doors & Locks	O/K	
Pressure and Voltage checks		
ACTUAL	SCADA PRESS.	
301A : 386.2	301A :	387
301G : 489.2	301G :	490
301B : 403.8	301B :	405
301B Zero Flow : .71	301B Flow:	.72

3:32

Date: 5-27-10

Name

Redacted

Comments:

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder.
5. Authorization Clearance # HO49-050

Activity	Monthly	COMMENTS
General		
NOTIFY: Gas Control upon entering station and Request Clearance.	✓	Redacted
ROADS: Inspect Station access for erosion or encroachment.	OIL	
LOG: Log in date, name, reason for visit, and any abnormal conditions.	✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.	✓	
CLEARANCE: Verify the Authorization Clearance is in good order.	✓	
Housekeeping		
STATION YARD: Clean the station yard of weeds, trash, & debris.	✓	
BUILDING: Sweep out building. Clean debris and spider webs.	✓	
Safety		
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.	OIL	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.	✓	Removed for service
STATION: General inspection for any unsafe equipment or conditions.	✓	
Electrical / Electronic		
LIGHTING: Check bulbs and clean as necessary.	✓	
ALARMS: Check Charger Fail and Loss of AC Alarms	✓	
STANDBY BATTERIES: Check switchover and 20 minute test.	✓	
Starting Voltage: 27.66 Ending Voltage: 25.52	✓	
Communications:		
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.		
Monitor and Regulators		
	AF	AL
V-17: Verify proper operation and control point.	350	350
V-18: Verify proper operation and control point.	361	361
V-19: Verify proper operation and control point.	370	370
V-20: Verify proper operation and control point.	370	370
Environmental		
SPIILLS: Inspect for spills, leakage, and potential leakage issue's	✓	
Security		
ALARMS: Check that cabinet entry alarm is operational	✓	
FENCE: Inspect all fencing, gates, Doors & Locks	OIL	
Pressure and Voltage checks		
ACTUAL	SCADA PRESS.	
301A: 387.1	301A: 388	✓
301G: 463.7	301G: 465	✓
301B: 360.8	301B: 361	✓
301B Zero Flow: 1.35	301B Flow: 1.39	✓

Date: 4-2-10

Name: Redacted

Comments: _____

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder.
5. Authorization Clearance # HO49-050

Activity	Monthly	COMMENTS	
General			
NOTIFY: Gas Control upon entering station and Request Clearance.	✓	Redacted	
ROADS: Inspect Station access for erosion or encroachment.	OK		
LOG: Log in date, name, reason for visit, and any abnormal conditions.	✓		
OPERATING DIAGRAM: Verify the Op Diagram is up to date.	✓		
CLEARANCE: Verify the Authorization Clearance is in good order.	✓		
Housekeeping			
STATION YARD: Clean the station yard of weeds, trash, & debris.	OK		
BUILDING: Sweep out building. Clean debris and spider webs.	D		
Safety			
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.	OK		
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.	✓		
STATION: General inspection for any unsafe equipment or conditions.	✓		
Electrical / Electronic			
LIGHTING: Check bulbs and clean as necessary.	OK		
ALARMS: Check Charger Fail and Loss of AC Alarms	OK		
STANDBY BATTERIES: Check switchover and 20 minute test.	OK		
Starting Voltage: 27.62 Ending Voltage: 25.54	✓		
Communications:			
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.			
Monitor and Regulators			
	AF	AL	
V-17: Verify proper operation and control point.	350	350	✓
V-18: Verify proper operation and control point.	360	360	✓
V-19: Verify proper operation and control point.	370	370	✓
V-20: Verify proper operation and control point.	370	370	✓
Environmental			
SPILLS: Inspect for spills, leakage, and potential leakage issue's			
Security			
ALARMS: Check that cabinet entry alarm is operational		✓	
FENCE: Inspect all fencing, gates, Doors & Locks		OK	
Pressure and Voltage checks			
ACTUAL	SCADA PRESS.		
301A: 387.	301A: 387.87	✓	
301G: 457	301G: 457.85	✓	
301B: 360	301B: 360.62	✓	
301B Zero Flow: .96	301B Flow: .96 MM CF	✓	

Date: 3-26-10

Name: Redacted

Comments: _____

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder.
5. Authorization Clearance # HO49-050

Activity	Monthly	COMMENTS
General		
NOTIFY: Gas Control upon entering station and Request Clearance.	✓	Redacted
ROADS: Inspect Station access for erosion or encroachment.	OIC	
LOG: Log in date, name, reason for visit, and any abnormal conditions.	✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.	✓	
CLEARANCE: Verify the Authorization Clearance is in good order.	✓	
Housekeeping		
STATION YARD: Clean the station yard of weeds, trash, & debris.	✓	
BUILDING: Sweep out building. Clean debris and spider webs.	✓	
Safety		
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.	OIC	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.	✓	
STATION: General inspection for any unsafe equipment or conditions.	✓	
Electrical / Electronic		
LIGHTING: Check bulbs and clean as necessary.	✓	
ALARMS: Check Charger Fail and Loss of AC Alarms	✓	
STANDBY BATTERIES: Check switchover and 20 minute test.	✓	
Starting Voltage: 27.64 Ending Voltage: 25.66	✓	
Communications:		
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.		
Monitor and Regulators		
	AF	AL
V-17: Verify proper operation and control point.	350	350
V-18: Verify proper operation and control point.	360	360
V-19: Verify proper operation and control point.	370	370
V-20: Verify proper operation and control point.	370	370
Environmental		
SPILLS: Inspect for spills, leakage, and potential leakage issue's	✓	
Security		
ALARMS: Check that cabinet entry alarm is operational	✓	
FENCE: Inspect all fencing, gates, Doors & Locks	OIC	
Pressure and Voltage checks		
ACTUAL	SCADA PRESS.	
301A: 387.3	301A: 388	
301G: 467.1	301G: 468	
301B: 360	301B: 361	
301B Zero Flow: 0.69	301B Flow: 0.70	

2.18

Date: 2-12-10

Name: Redacted

Comments: _____

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder.
5. Authorization Clearance # HO49-050

Activity	Monthly	COMMENTS	
General			
NOTIFY: Gas Control upon entering station and Request Clearance.	✓	Redacted	
ROADS: Inspect Station access for erosion or encroachment.	OK	Wet	
LOG: Log in date, name, reason for visit, and any abnormal conditions.	✓		
OPERATING DIAGRAM: Verify the Op Diagram is up to date.	✓		
CLEARANCE: Verify the Authorization Clearance is in good order.	✓		
Housekeeping			
STATION YARD: Clean the station yard of weeds, trash, & debris.	✓		
BUILDING: Sweep out building. Clean debris and spider webs.	✓		
Safety			
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.	OK		
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.	✓		
STATION: General inspection for any unsafe equipment or conditions.	✓		
Electrical / Electronic			
LIGHTING: Check bulbs and clean as necessary.	✓		
ALARMS: Check Charger Fail and Loss of AC Alarms	✓		
STANDBY BATTERIES: Check switchover and 20 minute test.	✓		
Starting Voltage: 27.67 Ending Voltage: 25.58	✓		
Communications:			
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.	✓		
Monitor and Regulators			
	AF	AL	
V-17: Verify proper operation and control point.	350	350	✓
V-18: Verify proper operation and control point.	361	361	✓
V-19: Verify proper operation and control point.	370	370	✓
V-20: Verify proper operation and control point.	370	370	✓
Environmental			
SPILLS: Inspect for spills, leakage, and potential leakage issue's	✓		
Security			
ALARMS: Check that cabinet entry alarm is operational	✓		
FENCE: Inspect all fencing, gates, Doors & Locks	OK		
Pressure and Voltage checks			
ACTUAL	SCADA PRESS.		
301A: 378.24	301A: 379	✓	
301G: 461.88	301G: 462	✓	
301B: 361.13	301B: 361	✓	
301B Zero Flow: 1.17	301B Flow: 1.2	✓	

2:53

Date: 1-26-10

Name: Redacted

Comments:

Comm Tech

Redacted

Redacted

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder.
5. Authorization Clearance # HO49-050

Activity	Monthly	COMMENTS
General		
NOTIFY: Gas Control upon entering station and Request Clearance.	✓	Redacted
ROADS: Inspect Station access for erosion or encroachment.	✓	
LOG: Log in date, name, reason for visit, and any abnormal conditions.	✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.	✓	
CLEARANCE: Verify the Authorization Clearance is in good order.	✓	
Housekeeping		
STATION YARD: Clean the station yard of weeds, trash, & debris.	✓	
BUILDING: Sweep out building. Clean debris and spider webs.	✓	
Safety		
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.	O/K	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.	✓	
STATION: General inspection for any unsafe equipment or conditions.	✓	
Electrical / Electronic		
LIGHTING: Check bulbs and clean as necessary.	✓	
ALARMS: Check Charger Fail and Loss of AC Alarms	✓	
STANDBY BATTERIES: Check switchover and 20 minute test.	✓	
Starting Voltage: 27.69 Ending Voltage: 25.63		
Communications:		
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.		
Monitor and Regulators		
	AF	AL
V-17: Verify proper operation and control point.	350	350
V-18: Verify proper operation and control point.	360	360
V-19: Verify proper operation and control point.	370	370
V-20: Verify proper operation and control point.	370	370
Environmental		
SPILLS: Inspect for spills, leakage, and potential leakage issue's	✓	
Security		
ALARMS: Check that cabinet entry alarm is operational	✓	
FENCE: Inspect all fencing, gates, Doors & Locks	✓	
Pressure and Voltage checks		
ACTUAL	SCADA PRESS.	
301A: 386.8	301A: 387.5	✓
301G: 489.5	301G: 490.4	✓
301B: 360.2	301B: 360.86	
301B Zero Flow: 1.12	301B Flow: 1.13	

2:11
2:48

Date: 12-22-09

Name

Redacted

Comments:

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder.
5. Authorization Clearance # HO49-050

Activity	Monthly	COMMENTS
General		
NOTIFY: Gas Control upon entering station and Request Clearance.	✓	Redacted
ROADS: Inspect Station access for erosion or encroachment.	OK	
LOG: Log in date, name, reason for visit, and any abnormal conditions.	✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.	✓	
CLEARANCE: Verify the Authorization Clearance is in good order.	✓	
Housekeeping		
STATION YARD: Clean the station yard of weeds, trash, & debris.	✓	
BUILDING: Sweep out building. Clean debris and spider webs.	✓	
Safety		
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.	OK	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.	✓	
STATION: General inspection for any unsafe equipment or conditions.	✓	
Electrical / Electronic		
LIGHTING: Check bulbs and clean as necessary.	OK	
ALARMS: Check Charger Fail and Loss of AC Alarms	✓	
STANDBY BATTERIES: Check switchover and 20 minute test.	✓	
Starting Voltage: 27.68 Ending Voltage: 25.70	✓	
Communications:		
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.	✓	
Monitor and Regulators		
	AF	AL
V-17: Verify proper operation and control point.	350	350
V-18: Verify proper operation and control point.	360	360
V-19: Verify proper operation and control point.	370	370
V-20: Verify proper operation and control point.	370	370
Environmental		
SPILLS: Inspect for spills, leakage, and potential leakage issue's	✓	
Security		
ALARMS: Check that cabinet entry alarm is operational	✓	
FENCE: Inspect all fencing, gates, Doors & Locks	✓	
Pressure and Voltage checks		
ACTUAL	SCADA PRESS.	
301A : 370.36	301A : 370	
301G : 484.75	301G : 485	
301B : 360.99	301B : 361	
301B Zero Flow : 074	301B Flow: 077	

1:47

Date: 11-4-09

Name: Redacted

Comments:

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder.
5. Authorization Clearance # HO49-050

Activity	Monthly	COMMENTS
General		
NOTIFY: Gas Control upon entering station and Request Clearance.	✓	Redacted
ROADS: Inspect Station access for erosion or encroachment.	OK	
LOG: Log in date, name, reason for visit, and any abnormal conditions.	✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.	✓	
CLEARANCE: Verify the Authorization Clearance is in good order.	✓	
Housekeeping		
STATION YARD: Clean the station yard of weeds, trash, & debris.	✓	
BUILDING: Sweep out building. Clean debris and spider webs.	OK	
Safety		
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.	OK	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.	✓	
STATION: General inspection for any unsafe equipment or conditions.	✓	
Electrical / Electronic		
LIGHTING: Check bulbs and clean as necessary.	✓	
ALARMS: Check Charger Fail and Loss of AC Alarms	✓	
STANDBY BATTERIES: Check switchover and 20 minute test.	✓	
Starting Voltage: 27.62 Ending Voltage: 25.74	✓	
Communications:		
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.		
Monitor and Regulators		
V-17: Verify proper operation and control point.	AP 395	AL 395 ✓
V-18: Verify proper operation and control point.	403.5	404.5 ✓
V-19: Verify proper operation and control point.	418	418 ✓
V-20: Verify proper operation and control point.	417	418 ✓
Environmental		
SPILLS: Inspect for spills, leakage, and potential leakage issue's	✓	
Security		
ALARMS: Check that cabinet entry alarm is operational	✓	
FENCE: Inspect all fencing, gates, Doors & Locks	✓	
Pressure and Voltage checks		
ACTUAL	SCADA PRESS.	
301A: 380.2	301A: 381	
301G: 471.2	301G: 473	
301B: 404.1	301B: 405	
301B Zero Flow: .34	301B Flow: .35	

2:09

Date: 10-1-09

Name

Redacted

Comments:

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder.
5. Authorization Clearance # HO49-050

Activity	Monthly	COMMENTS
General		
NOTIFY: Gas Control upon entering station and Request Clearance.	✓	
ROADS: Inspect Station access for erosion or encroachment.	OK	
LOG: Log in date, name, reason for visit, and any abnormal conditions.	✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.	✓	
CLEARANCE: Verify the Authorization Clearance is in good order.	✓	
Housekeeping		
STATION YARD: Clean the station yard of weeds, trash, & debris.	OK	
BUILDING: Sweep out building. Clean debris and spider webs.	✓	
Safety		
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.	OK	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.	✓	
STATION: General inspection for any unsafe equipment or conditions.	✓	
Electrical / Electronic		
LIGHTING: Check bulbs and clean as necessary.	✓	
ALARMS: Check Charger Fail and Loss of AC Alarms	✓	
STANDBY BATTERIES: Check switchover and 20 minute test.	✓	
Starting Voltage: 27.68 Ending Voltage: 25.63		
Communications:		
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.	✓	
Monitor and Regulators		
V-17: Verify proper operation and control point.	AF 97/395	AL 97/395
V-18: Verify proper operation and control point.	403.5	403.5
V-19: Verify proper operation and control point.	415/418	415/418
V-20: Verify proper operation and control point.	415/418	415/418
Environmental		
SPILLS: Inspect for spills, leakage, and potential leakage issue's	✓	
Security		
ALARMS: Check that cabinet entry alarm is operational	✓	
FENCE: Inspect all fencing, gates, Doors & Locks	✓	
Pressure and Voltage checks		
ACTUAL	SCADA PRESS.	
301A: 27.6	301A: 27.1	
301G: 477.8	301G: 478.79	
301B: 403.2	301B: 403.5	
301B Zero Flow: .36	301B Flow: .36	

Date: 9-11-09

Name: Redacted

Comments:

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder.
5. Authorization Clearance # HO49-050

Activity	Monthly	COMMENTS
General		
NOTIFY: Gas Control upon entering station and Request Clearance.	✓	Redacted
ROADS: Inspect Station access for erosion or encroachment.	✓	
LOG: Log in date, name, reason for visit, and any abnormal conditions.	✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.	✓	
CLEARANCE: Verify the Authorization Clearance is in good order.	✓	
Housekeeping		
STATION YARD: Clean the station yard of weeds, trash, & debris.	✓	
BUILDING: Sweep out building. Clean debris and spider webs.	✓	
Safety		
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.	OK	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.	✓	
STATION: General inspection for any unsafe equipment or conditions.	✓	
Electrical / Electronic		
LIGHTING: Check bulbs and clean as necessary.	✓	
ALARMS: Check Charger Fail and Loss of AC Alarms	✓	
STANDBY BATTERIES: Check switchover and 20 minute test.	✓	
Starting Voltage: 27.61 Ending Voltage: 25.67	✓	
Communications:		
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.		
Monitor and Regulators		
	AF	AL
V-17: Verify proper operation and control point.	377/395	397/395
V-18: Verify proper operation and control point.	402.9	402.9
V-19: Verify proper operation and control point.	415/418	415/418
V-20: Verify proper operation and control point.	415/418	415/418
Environmental		
SPILLS: Inspect for spills, leakage, and potential leakage issue's		
Security		
ALARMS: Check that cabinet entry alarm is operational	OK	
FENCE: Inspect all fencing, gates, Doors & Locks	OK	
Pressure and Voltage checks		
ACTUAL	SCADA PRESS.	
301A : 393	301A :	394
301G : 467.7	301G :	469
301B : 402.9	301B :	404
301B Zero Flow : 0.31	301B Flow:	0.31

2:04

Date: 8-4-09

Name: Redacted

Comments: _____

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder.
5. Authorization Clearance # HO49-050

Activity		Monthly	COMMENTS
General			
NOTIFY: Gas Control upon entering station and Request Clearance.		✓	Redacted
ROADS: Inspect Station access for erosion or encroachment.		O/K	
LOG: Log in date, name, reason for visit, and any abnormal conditions.		✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.		✓	
CLEARANCE: Verify the Authorization Clearance is in good order.		✓	
Housekeeping			
STATION YARD: Clean the station yard of weeds, trash, & debris.		✓	
BUILDING: Sweep out building. Clean debris and spider webs.		✓	
Safety			
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.		O/K	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.		✓	
STATION: General inspection for any unsafe equipment or conditions.		✓	
Electrical / Electronic			
LIGHTING: Check bulbs and clean as necessary.		✓	
ALARMS: Check Charger Fail and Loss of AC Alarms		✓	
STANDBY BATTERIES: Check switchover and 20 minute test.		✓	
Starting Voltage: 27.63 Ending Voltage: 25.60			
Communications:			
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.		✓	
Monitor and Regulators			
V-17: Verify proper operation and control point.	AF 375 AL 395	✓	
V-18: Verify proper operation and control point.	404	✓	
V-19: Verify proper operation and control point.	415/418	✓	
V-20: Verify proper operation and control point.	415/418	✓	
Environmental			
SPILLS: Inspect for spills, leakage, and potential leakage issue's		✓	
Security			
ALARMS: Check that cabinet entry alarm is operational		✓	
FENCE: Inspect all fencing, gates, Doors & Locks		O/K	
Pressure and Voltage checks			
ACTUAL	SCADA PRESS.		
301A : 336.4	301A : 335.93	✓	
301G : 465	301G : 464.45	✓	
301B : 404.3	301B : 404.07	✓	
301B Zero Flow : .37	301B Flow: .37	✓	

Date: 7-1-09

Name: Redacted

Comments: _____

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder.
5. Authorization Clearance # HO49-050

Activity	Monthly	COMMENTS
General		
NOTIFY: Gas Control upon entering station and Request Clearance.	✓	Redacted
ROADS: Inspect Station access for erosion or encroachment.	✓	
LOG: Log in date, name, reason for visit, and any abnormal conditions.	✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.	✓	
CLEARANCE: Verify the Authorization Clearance is in good order.	✓	
Housekeeping		
STATION YARD: Clean the station yard of weeds, trash, & debris.	✓	
BUILDING: Sweep out building. Clean debris and spider webs.	✓	
Safety		
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.	✓	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.	✓	
STATION: General inspection for any unsafe equipment or conditions.	✓	
Electrical / Electronic		
LIGHTING: Check bulbs and clean as necessary.	✓	
ALARMS: Check Charger Fail and Loss of AC Alarms	✓	
STANDBY BATTERIES: Check switchover and 20 minute test.	✓	
Starting Voltage: 27.60 Ending Voltage: 25.60	✓	
Communications:		
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.	✓	
Monitor and Regulators		
	AF	AL
V-17: Verify proper operation and control point.	395	395
V-18: Verify proper operation and control point.	404	404
V-19: Verify proper operation and control point.	415/418	415/418
V-20: Verify proper operation and control point.	415/418	415/418
Environmental		
SPILLS: Inspect for spills, leakage, and potential leakage issue's	✓	
Security		
ALARMS: Check that cabinet entry alarm is operational	✓	
FENCE: Inspect all fencing, gates, Doors & Locks	✓	
Pressure and Voltage checks		
ACTUAL	SCADA PRESS.	
301A: 382.6	301A:	382.6
301G: 491.8	301G:	491
301B: 404.1	301B:	404
301B Zero Flow: .4	301B Flow:	.4

2:20

Date: 5-21-09

Name: Redacted

Comments:

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder.
5. Authorization Clearance # HO49-050

Activity	Monthly	COMMENTS
General		
NOTIFY: Gas Control upon entering station and Request Clearance.	✓	
ROADS: Inspect Station access for erosion or encroachment.	OIC	
LOG: Log in date, name, reason for visit, and any abnormal conditions.	✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.	✓	
CLEARANCE: Verify the Authorization Clearance is in good order.	✓	
Housekeeping		
STATION YARD: Clean the station yard of weeds, trash, & debris.	✓	
BUILDING: Sweep out building. Clean debris and spider webs.	✓	
Safety		
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.	OIC	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.	*	Returned to Hall for Service
STATION: General inspection for any unsafe equipment or conditions.	✓	
Electrical / Electronic		
LIGHTING: Check bulbs and clean as necessary.	OIC	
ALARMS: Check Charger Fail and Loss of AC Alarms	✓	
STANDBY BATTERIES: Check switchover and 20 minute test.	✓	
Starting Voltage: 27.62 Ending Voltage: 25.65		
Communications:		
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.	✓	
Monitor and Regulators		
	AF	AL
V-17: Verify proper operation and control point.	395	395
V-18: Verify proper operation and control point.	404	404
V-19: Verify proper operation and control point.	415/418	415/418
V-20: Verify proper operation and control point.	415/418	415/418
Environmental		
SPILLS: Inspect for spills, leakage, and potential leakage issue's	✓	
Security		
ALARMS: Check that cabinet entry alarm is operational	✓	
FENCE: Inspect all fencing, gates, Doors & Locks	✓	
Pressure and Voltage checks		
ACTUAL	SCADA PRESS.	
301A: 370	301A:	370
301G: 471.79	301G:	472
301B: 404.17	301B:	404
301B Zero Flow: .92	301B Flow:	.93

2:35

Date: 4/00/09

Name: Redacted

Comments: _____

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder.
5. Authorization Clearance # HO49-050

Activity	Monthly	COMMENTS
General		
NOTIFY: Gas Control upon entering station and Request Clearance.	✓	Redacted
ROADS: Inspect Station access for erosion or encroachment.	✓	
LOG: Log in date, name, reason for visit, and any abnormal conditions.	✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.	✓	
CLEARANCE: Verify the Authorization Clearance is in good order.	✓	
Housekeeping		
STATION YARD: Clean the station yard of weeds, trash, & debris.	✓	
BUILDING: Sweep out building. Clean debris and spider webs.	✓	
Safety		
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.	OK	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.	✓	
STATION: General inspection for any unsafe equipment or conditions.	✓	
Electrical / Electronic		
LIGHTING: Check bulbs and clean as necessary.	✓	
ALARMS: Check Charger Fail and Loss of AC Alarms	✓	
STANDBY BATTERIES: Check switchover and 20 minute test.	✓	
Starting Voltage: 27.61 Ending Voltage: 25.61	✓	
Communications:		
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.		
Monitor and Regulators		
	AF	AL
V-17: Verify proper operation and control point.		
V-18: Verify proper operation and control point.	404	404
V-19: Verify proper operation and control point.	415/418	415/418
V-20: Verify proper operation and control point.	485/418	415/418
Environmental		
SPILLS: Inspect for spills, leakage, and potential leakage issue's	✓	
Security		
ALARMS: Check that cabinet entry alarm is operational	OK	
FENCE: Inspect all fencing, gates, Doors & Locks	OK	
Pressure and Voltage checks		
ACTUAL	SCADA PRESS.	
301A: 381.27	301A: 381	✓
301G: 463.77	301G: 465	✓
301B: 404.1	301B: 404	✓
301B Zero Flow: .66	301B Flow: .670	✓

2:20

Date: 3-19-09

Name: Redacted

Comments: _____

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder.
5. Authorization Clearance # HO49-050

Activity	Monthly	COMMENTS
General		
NOTIFY: Gas Control upon entering station and Request Clearance.	✓	Redacted
ROADS: Inspect Station access for erosion or encroachment.	✓	
LOG: Log in date, name, reason for visit, and any abnormal conditions.	✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.	✓	
CLEARANCE: Verify the Authorization Clearance is in good order.	✓	
Housekeeping		
STATION YARD: Clean the station yard of weeds, trash, & debris.	✓	
BUILDING: Sweep out building. Clean debris and spider webs.	✓	
Safety		
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.	OK	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.	✓	
STATION: General inspection for any unsafe equipment or conditions.	✓	
Electrical / Electronic		
LIGHTING: Check bulbs and clean as necessary.	OK	
ALARMS: Check Charger Fail and Loss of AC Alarms	OK	
STANDBY BATTERIES: Check switchover and 20 minute test.	✓	
Starting Voltage: 27.60 Ending Voltage: 23.10	*	
Communications:		
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.	✓	
Monitor and Regulators		
	AF	AL
V-17: Verify proper operation and control point.	395	395
V-18: Verify proper operation and control point.	405	405
V-19: Verify proper operation and control point.	415/418	415/418
V-20: Verify proper operation and control point.	415/418	415/418
Environmental		
SPILLS: Inspect for spills, leakage, and potential leakage issue's	OK	
Security		
ALARMS: Check that cabinet entry alarm is operational	✓	
FENCE: Inspect all fencing, gates, Doors & Locks	OK	
Pressure and Voltage checks		
ACTUAL	SCADA PRESS.	
301A : 381	301A :	381
301G : 454	301G :	454
301B : 405.3	301B :	405
301B Zero Flow : .95	301B Flow:	.95

Date: 2-4-09

Name: Redacted

Comments: Installed new battery's,

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder.
5. Authorization Clearance # HO49-050

Activity	Monthly	COMMENTS
General		
NOTIFY: Gas Control upon entering station and Request Clearance.	✓	Redacted
ROADS: Inspect Station access for erosion or encroachment.	✓	
LOG: Log in date, name, reason for visit, and any abnormal conditions.	✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.	✓	
CLEARANCE: Verify the Authorization Clearance is in good order.	✓	
Housekeeping		
STATION YARD: Clean the station yard of weeds, trash, & debris.	o/k	
BUILDING: Sweep out building. Clean debris and spider webs.	o/k	
Safety		
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.	o/k	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.	o/k	
STATION: General inspection for any unsafe equipment or conditions.	o/k	
Electrical / Electronic		
LIGHTING: Check bulbs and clean as necessary.	o/k	
ALARMS: Check Charger Fail and Loss of AC Alarms	o/k	
STANDBY BATTERIES: Check switchover and 20 minute test.	o/k	
Starting Voltage: 27.66 Ending Voltage: 23.04	✓	
Communications:		
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.	o/k	
Monitor and Regulators		
	AF	AL
V-17: Verify proper operation and control point.	395	395
V-18: Verify proper operation and control point.	405	405
V-19: Verify proper operation and control point.	415/418	415/418
V-20: Verify proper operation and control point.	415/418	435/418
Environmental		
SPILLS: Inspect for spills, leakage, and potential leakage issue's	o/k	
Security		
ALARMS: Check that cabinet entry alarm is operational	o/k	
FENCE: Inspect all fencing, gates, Doors & Locks	o/k	
Pressure and Voltage checks		
ACTUAL	SCADA PRESS.	
301A: 394.27	301A:	394
301G: 473.	301G:	473
301B: 404.52	301B:	405
301B Zero Flow: .44	301B Flow:	.45

3:33

Date: 6-13-09

Name

Redacted

Comments:

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder.
5. Authorization Clearance # HO49-050

Activity	Monthly	COMMENTS
General		
NOTIFY: Gas Control upon entering station and Request Clearance.	✓	Redacted
ROADS: Inspect Station access for erosion or encroachment.	O/K	
LOG: Log in date, name, reason for visit, and any abnormal conditions.	✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.	✓	
CLEARANCE: Verify the Authorization Clearance is in good order.	✓	
Housekeeping		
STATION YARD: Clean the station yard of weeds, trash, & debris.	✓	
BUILDING: Sweep out building. Clean debris and spider webs.	✓	
Safety		
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.	O/K	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.	✓	
STATION: General inspection for any unsafe equipment or conditions.	✓	
Electrical / Electronic		
LIGHTING: Check bulbs and clean as necessary.	✓	
ALARMS: Check Charger Fail and Loss of AC Alarms	✓	
STANDBY BATTERIES: Check switchover and 20 minute test.	✓	
Starting Voltage: 27.61 Ending Voltage:		
Communications:		
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.	✓	
Monitor and Regulators		
	AF	AL
V-17: Verify proper operation and control point.	396	396
V-18: Verify proper operation and control point.	405	405
V-19: Verify proper operation and control point.	416.5	416.5
V-20: Verify proper operation and control point.	416.5	416.5
		starts to Close at 415 - Closed at 418
		starts to Close at 415 - Closed 418
Environmental		
SPILLS: Inspect for spills, leakage, and potential leakage issue's	O/K	
Security		
ALARMS: Check that cabinet entry alarm is operational	✓	
FENCE: Inspect all fencing, gates, Doors & Locks	O/K	
Pressure and Voltage checks		
ACTUAL	SCADA PRESS.	
301A: 372.92	301A: 373	O/K
301G: 458.18	301G: 459	O/K
301B: 404.64	301B: 405	O/K
301B Zero Flow: .67	301B Flow: .68	O/K

12:52

Date: 12-4-08

Name: Redacted

Comments: Greased & operated V-19 & 20

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder.
5. Authorization Clearance # HO49-050

Activity		Monthly	COMMENTS
General			
NOTIFY: Gas Control upon entering station and Request Clearance.		✓	Redacted
ROADS: Inspect Station access for erosion or encroachment.		✓	
LOG: Log in date, name, reason for visit, and any abnormal conditions.		✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.		✓	
CLEARANCE: Verify the Authorization Clearance is in good order.		✓	
Housekeeping			
STATION YARD: Clean the station yard of weeds, trash, & debris.		✓	
BUILDING: Sweep out building. Clean debris and spider webs.		✓	
Safety			
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.		OIC	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.		✓	
STATION: General inspection for any unsafe equipment or conditions.		✓	
Electrical / Electronic			
LIGHTING: Check bulbs and clean as necessary.		OIC	
ALARMS: Check Charger Fail and Loss of AC Alarms		✓	
STANDBY BATTERIES: Check switchover and 20 minute test.		✓	
Starting Voltage: 27.65 Ending Voltage: 22.94		✓	
Communications:			
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.		✓	
Monitor and Regulators			
V-17: Verify proper operation and control point.	AF 395 AL 395	✓	
V-18: Verify proper operation and control point.	404 404	✓	
V-19: Verify proper operation and control point.	417 417	✓	Starts to Close at 415 Closed by 418
V-20: Verify proper operation and control point.	417 417	✓	
Environmental			
SPILLS: Inspect for spills, leakage, and potential leakage issue's			
Security			
ALARMS: Check that cabinet entry alarm is operational		✓	
FENCE: Inspect all fencing, gates, Doors & Locks		✓	
Pressure and Voltage checks			
ACTUAL	SCADA PRESS.		
301A : 386.5	301A : 386	✓	
301G : 461.48	301G : 462	✓	
301B : 404.10	301B : 404	✓	
301B Zero Flow : .45	301B Flow: .46	✓	

10:10

Date: 11-17-08

Name: Redacted

Comments:

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder.
5. Authorization Clearance # HO49-050

Activity	Monthly	COMMENTS
General		
NOTIFY: Gas Control upon entering station and Request Clearance.	✓	Redacted
ROADS: Inspect Station access for erosion or encroachment.	OK	
LOG: Log in date, name, reason for visit, and any abnormal conditions.	✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.	✓	
CLEARANCE: Verify the Authorization Clearance is in good order.	✓	
Housekeeping		
STATION YARD: Clean the station yard of weeds, trash, & debris.	✓	
BUILDING: Sweep out building. Clean debris and spider webs.	✓	
Safety		
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.	OK	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.	✓	
STATION: General inspection for any unsafe equipment or conditions.	✓	
Electrical / Electronic		
LIGHTING: Check bulbs and clean as necessary.	✓	
ALARMS: Check Charger Fail and Loss of AC Alarms	✓	
STANDBY BATTERIES: Check switchover and 20 minute test.	✓	
Starting Voltage: 27.63 Ending Voltage: 22.79	✓	
Communications:		
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.		
Monitor and Regulators		
	AF	AL
V-17: Verify proper operation and control point.	395	395
V-18: Verify proper operation and control point.	405	405
V-19: Verify proper operation and control point.	416	416
V-20: Verify proper operation and control point.	416	416
Environmental		
SPIILLS: Inspect for spills, leakage, and potential leakage issue's		
Security		
ALARMS: Check that cabinet entry alarm is operational		
FENCE: Inspect all fencing, gates, Doors & Locks		
Pressure and Voltage checks		
ACTUAL	SCADA PRESS.	
301A : 390.81	301A :	391
301G : 463.78	301G :	466
301B : 404.57	301B :	405
301B Zero Flow : .48	301B Flow:	.51

9:58

Date: 10-7-08

Name: Redacted

Comments: _____

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder.
5. Authorization Clearance # HO49-050

Activity	Monthly	COMMENTS
General		
NOTIFY: Gas Control upon entering station and Request Clearance.	✓	
ROADS: Inspect Station access for erosion or encroachment.	✓	
LOG: Log in date, name, reason for visit, and any abnormal conditions.	✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.	✓	
CLEARANCE: Verify the Authorization Clearance is in good order.	✓	
Housekeeping		
STATION YARD: Clean the station yard of weeds, trash, & debris.	✓	
BUILDING: Sweep out building. Clean debris and spider webs.	✓	
Safety		
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.	✓	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.	✓	
STATION: General inspection for any unsafe equipment or conditions.	✓	
Electrical / Electronic		
LIGHTING: Check bulbs and clean as necessary.	✓	
ALARMS: Check Charger Fail and Loss of AC Alarms	✓	
STANDBY BATTERIES: Check switchover and 20 minute test.	✓	
Starting Voltage: _____ Ending Voltage: _____		
Communications:		
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.	OK	
Monitor and Regulators		
	AF	AL
V-17: Verify proper operation and control point.		
V-18: Verify proper operation and control point.	405	405
V-19: Verify proper operation and control point.	416	416
V-20: Verify proper operation and control point.	416	416
Environmental		
SPIILLS: Inspect for spills, leakage, and potential leakage issue's	OK	
Security		
ALARMS: Check that cabinet entry alarm is operational	OK	
FENCE: Inspect all fencing, gates, Doors & Locks	OK	
Pressure and Voltage checks		
ACTUAL	SCADA PRESS.	
301A : 386.18	301A :	386
301G : 462.90	301G :	463
301B : 404.59	301B :	405
301B Zero Flow : 0.54	301B Flow:	.54

Date: 9-17-08

Name: Redacted

Comments: _____

Redacted

Meter and Regulator Station Monthly Routine

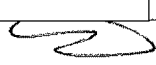
Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder.
5. Authorization Clearance # HO49-050

Activity	Monthly	COMMENTS
General		
NOTIFY: Gas Control upon entering station and Request Clearance.	✓	Redacted
ROADS: Inspect Station access for erosion or encroachment.	✓	
LOG: Log in date, name, reason for visit, and any abnormal conditions.	✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.	✓	
CLEARANCE: Verify the Authorization Clearance is in good order.	✓	
Housekeeping		
STATION YARD: Clean the station yard of weeds, trash, & debris.	✓	
BUILDING: Sweep out building. Clean debris and spider webs.	✓	
Safety		
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.	OIL	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.	✓	
STATION: General inspection for any unsafe equipment or conditions.	✓	
Electrical / Electronic		
LIGHTING: Check bulbs and clean as necessary.	✓	
ALARMS: Check Charger Fail and Loss of AC Alarms	✓	
STANDBY BATTERIES: Check switchover and 20 minute test.	✓	
Starting Voltage: 27.51 Ending Voltage: 23.3	✓	
Communications:		
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.	✓	
Monitor and Regulators		
	AF	AL
V-17: Verify proper operation and control point.		
V-18: Verify proper operation and control point.	405	405
V-19: Verify proper operation and control point.	418	418
V-20: Verify proper operation and control point.	418	418
Environmental		
SPILLS: Inspect for spills, leakage, and potential leakage issue's		
Security		
ALARMS: Check that cabinet entry alarm is operational	✓	
FENCE: Inspect all fencing, gates, Doors & Locks	✓	
Pressure and Voltage checks		
ACTUAL	SCADA PRESS.	
301A : 373.4	301A :	373
301G : 459.11	301G :	460
301B : 404.64	301B :	405
301B Zero Flow : .66	301B Flow:	.66

8:32

Date: 8-8-04

Name: Redacted 

Comments: _____

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder.
5. Authorization Clearance # HO49-050

Activity	Monthly	COMMENTS
General		
NOTIFY: Gas Control upon entering station and Request Clearance.	✓	
ROADS: Inspect Station access for erosion or encroachment.	✓	
LOG: Log in date, name, reason for visit, and any abnormal conditions.	✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.	✓	
CLEARANCE: Verify the Authorization Clearance is in good order.	✓	
Housekeeping		
STATION YARD: Clean the station yard of weeds, trash, & debris.	✓	
BUILDING: Sweep out building. Clean debris and spider webs.	✓	
Safety		
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.	✓	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.	✓	
STATION: General inspection for any unsafe equipment or conditions.	✓	
Electrical / Electronic		
LIGHTING: Check bulbs and clean as necessary.	✓	
ALARMS: Check Charger Fail and Loss of AC Alarms	✓	
STANDBY BATTERIES: Check switchover and 20 minute test.	✓	
Starting Voltage: 27.58 Ending Voltage: 22.98	✓	
Communications:		
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.	✓	
Monitor and Regulators		
	AF	AL
V-17: Verify proper operation and control point.	390	390
V-18: Verify proper operation and control point.	404	404
V-19: Verify proper operation and control point.	418	418
V-20: Verify proper operation and control point.	418	418
Environmental		
SPILLS: Inspect for spills, leakage, and potential leakage issue's	✓	
Security		
ALARMS: Check that cabinet entry alarm is operational	✓	
FENCE: Inspect all fencing, gates, Doors & Locks	✓	
Pressure and Voltage checks		
ACTUAL	SCADA PRESS.	
301A : 2.89	301A :	2.89
301G : 404.3	301G :	404
301B : 459.7	301B :	460
301B Zero Flow : .35	301B Flow:	.35

Date: 7-2-08

Name: Redacted

Comments:

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder.
5. Authorization Clearance # HO49-050

Activity	Monthly	COMMENTS
General		
NOTIFY: Gas Control upon entering station and Request Clearance.	✓	Redacted
ROADS: Inspect Station access for erosion or encroachment.	✓	
LOG: Log in date, name, reason for visit, and any abnormal conditions.	✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.	✓	
CLEARANCE: Verify the Authorization Clearance is in good order.	✓	
Housekeeping		
STATION YARD: Clean the station yard of weeds, trash, & debris.	✓	
BUILDING: Sweep out building. Clean debris and spider webs.	✓	
Safety		
SIGNAGE: Inspect that the "Station ID". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.	OK	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.	✓	
STATION: General inspection for any unsafe equipment or conditions.	OK	
Electrical / Electronic		
LIGHTING: Check bulbs and clean as necessary.	OK	
ALARMS: Check Charger Fail and Loss of AC Alarms	OK	
STANDBY BATTERIES: Check switchover and 20 minute test.	OK	
Starting Voltage: 27.73 Ending Voltage: 22.89		
Communications:		
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.		
Monitor and Regulators		
V-17: Verify proper operation and control point.	AF 390	AL 390
V-18: Verify proper operation and control point.	405	405
V-19: Verify proper operation and control point.	418	418
V-20: Verify proper operation and control point.	418	418
Environmental		
SPILLS: Inspect for spills, leakage, and potential leakage issue's	OK	
Security		
ALARMS: Check that cabinet entry alarm is operational	✓	
FENCE: Inspect all fencing, gates, Doors & Locks	OK	
Pressure and Voltage checks		
ACTUAL	SCADA PRESS.	
301A : 386.44	301A : 386	OK
301G : 469.03	301G : 470	OK
301B : 405.24	301B : 405	OK
301B Zero Flow : .66	301B Flow: .67	OK

Date: 5-8-08

Name: Redacted

Comments:

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder.
5. Authorization Clearance # HO49-050

Activity	Monthly	COMMENTS
General		
NOTIFY: Gas Control upon entering station and Request Clearance.	✓	
ROADS: Inspect Station access for erosion or encroachment.	OK	
LOG: Log in date, name, reason for visit, and any abnormal conditions.	✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.	✓	
CLEARANCE: Verify the Authorization Clearance is in good order.	✓	
Housekeeping		
STATION YARD: Clean the station yard of weeds, trash, & debris.	✓	
BUILDING: Sweep out building. Clean debris and spider webs.	OK	
Safety		
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.	OK	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.	✓	
STATION: General inspection for any unsafe equipment or conditions.	✓	
Electrical / Electronic		
LIGHTING: Check bulbs and clean as necessary.	✓	
ALARMS: Check Charger Fail and Loss of AC Alarms	✓	
STANDBY BATTERIES: Check switchover and 20 minute test.	✓	
Starting Voltage: 27.62 Ending Voltage: 25.40	✓	
Communications:		
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.	OK	
Monitor and Regulators		
	AF	AL
V-17: Verify proper operation and control point.	390	390
V-18: Verify proper operation and control point.	406	406
V-19: Verify proper operation and control point.	418	418
V-20: Verify proper operation and control point.	418	418
Environmental		
SPILLS: Inspect for spills, leakage, and potential leakage issue's	✓	
Security		
ALARMS: Check that cabinet entry alarm is operational	✓	
FENCE: Inspect all fencing, gates, Doors & Locks	✓	
Pressure and Voltage checks		
ACTUAL SCADA PRESS.		
301A : 385.96	301A :	386
301G : 458.52	301G :	458
301B : 406.05	301B :	406
301B Zero Flow : 1.06	301B Flow:	1.08

Date: 4-4-08

Name: Redacted

Comments: _____

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder.
5. Authorization Clearance # HO49-050

Activity	Monthly	COMMENTS
General		
NOTIFY: Gas Control upon entering station and Request Clearance.	✓	
ROADS: Inspect Station access for erosion or encroachment.	OIL	
LOG: Log in date, name, reason for visit, and any abnormal conditions.	✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.	✓	
CLEARANCE: Verify the Authorization Clearance is in good order.	✓	
Housekeeping		
STATION YARD: Clean the station yard of weeds, trash, & debris.	✓	
BUILDING: Sweep out building. Clean debris and spider webs.	✓	
Safety		
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.	OIL	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.	✓	
STATION: General inspection for any unsafe equipment or conditions.	✓	
Electrical / Electronic		
LIGHTING: Check bulbs and clean as necessary.	✓	
ALARMS: Check Charger Fail and Loss of AC Alarms	✓	
STANDBY BATTERIES: Check switchover and 20 minute test.	✓	
Starting Voltage: 27.63 Ending Voltage: 25.5	✓	
Communications:		
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.	✓	
Monitor and Regulators		
	AF	AL
V-17: Verify proper operation and control point.	390	390
V-18: Verify proper operation and control point.	405	405
V-19: Verify proper operation and control point.	418	418
V-20: Verify proper operation and control point.	418	418
Environmental		
SPILLS: Inspect for spills, leakage, and potential leakage issue's	✓	
Security		
ALARMS: Check that cabinet entry alarm is operational	OIL	
FENCE: Inspect all fencing, gates, Doors & Locks	OIL	
Pressure and Voltage checks		
ACTUAL	SCADA PRESS.	
301A : 383.6	301A :	384
301G : 453.2	301G :	453
301B : 406	301B :	406
301B Zero Flow :	301B Flow:	1.67

Date: 3-19-08

Name: Redacted

Comments: _____

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder.
5. Authorization Clearance # HO49-050

Activity		Monthly	COMMENTS
General			
NOTIFY: Gas Control upon entering station and Request Clearance.		✓	Redacted
ROADS: Inspect Station access for erosion or encroachment.		OIL	
LOG: Log in date, name, reason for visit, and any abnormal conditions.		✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.		✓	
CLEARANCE: Verify the Authorization Clearance is in good order.		✓	
Housekeeping			
STATION YARD: Clean the station yard of weeds, trash, & debris.		✓	
BUILDING: Sweep out building. Clean debris and spider webs.		✓	
Safety			
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.		OIL	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.		✓	
STATION: General inspection for any unsafe equipment or conditions.		✓	
Electrical / Electronic			
LIGHTING: Check bulbs and clean as necessary.		OIL	
ALARMS: Check Charger Fail and Loss of AC Alarms		OIL	
STANDBY BATTERIES: Check switchover and 20 minute test.		OIL	
Starting Voltage: 27.73 Ending Voltage: 23.26		OIL	
Communications:			
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.		OIL	
Monitor and Regulators			
	AF	AL	
V-17: Verify proper operation and control point.	390	390	OIL
V-18: Verify proper operation and control point.	405	405	OIL
V-19: Verify proper operation and control point.	418	418	OIL
V-20: Verify proper operation and control point.	418	418	OIL
Environmental			
SPILLS: Inspect for spills, leakage, and potential leakage issue's		OIL	
Security			
ALARMS: Check that cabinet entry alarm is operational		✓	
FENCE: Inspect all fencing, gates, Doors & Locks		OIL	
Pressure and Voltage checks			
ACTUAL	SCADA PRESS.		
301A: 386.66	301A: 387		OIL
301G: 466.65	301G: 466		OIL
301B: 405.06	301B: 405		OK
301B Zero Flow: .63	301B Flow: .66		OIL

Date: 2-28-08

Name: Redacted

Comments:

Redacted

Meter and Regulator Station Monthly Routine

Expectations:

1. Perform Station Inspection work and correct minor issues encountered.
2. Log these issues and associated corrections in the Station Log Book.
3. If any issues need additional action, submit a Work Request & note on this sheet.
4. Complete this form and file in proper binder.
5. Authorization Clearance # HO49-050

Activity	Monthly	COMMENTS
General		
NOTIFY: Gas Control upon entering station and Request Clearance.	✓	
ROADS: Inspect Station access for erosion or encroachment.	OK	
LOG: Log in date, name, reason for visit, and any abnormal conditions.	✓	
OPERATING DIAGRAM: Verify the Op Diagram is up to date.	✓	
CLEARANCE: Verify the Authorization Clearance is in good order.	✓	
Housekeeping		
STATION YARD: Clean the station yard of weeds, trash, & debris.	✓	
BUILDING: Sweep out building. Clean debris and spider webs.	✓	
Safety		
SIGNAGE: Inspect that the "Station I.D". Sign, Keep Out, No Smoking, & Hazard warning Signs are in place & in good Order.	OK	
FIRE EXTINGUISHER: Check for proper pressure, seals, and date.	✓	
STATION: General inspection for any unsafe equipment or conditions.	✓	
Electrical / Electronic		
LIGHTING: Check bulbs and clean as necessary.	✓	
ALARMS: Check Charger Fail and Loss of AC Alarms	✓	
STANDBY BATTERIES: Check switchover and 20 minute test.	✓	
Starting Voltage: 27.6 Ending Voltage: 25.4	✓	
Communications:		
RTU / SCADA: Check Operational TX & RX on RTU and Lease Line.	✓	
Monitor and Regulators		
	AF	AL
V-17: Verify proper operation and control point.	395	395
V-18: Verify proper operation and control point.	406	406
V-19: Verify proper operation and control point.	418	418
V-20: Verify proper operation and control point.	418	418
Environmental		
SPIILLS: Inspect for spills, leakage, and potential leakage issue's	OK	
Security		
ALARMS: Check that cabinet entry alarm is operational	✓	
FENCE: Inspect all fencing, gates, Doors & Locks	✓	
Pressure and Voltage checks		
ACTUAL	SCADA PRESS.	
301A : 390	301A :	390.4
301G : 438	301G :	438
301B : 406	301B :	406
301B Zero Flow : 1.8	301B Flow:	1.8

Date: 1-18-08

Name: Redacted

Comments: _____

Attachment 4

For: 04/02/2009

OTB OTL OTD

4/2/2009 Thursday Posting Sheet: Redacted

INTIAL - Provided Pursuant to P.U. Code §583

Page 1 of 2

BarID	Equip/Job Desc	Task Notes	Task Date	Travel	Wrench	OT Code	OT Reason	Order #	Class Code	Class Rate	Special Pay Notes	X
MH----- EE:NPT	EE: Non Productive Time				1			10260				
Hollister District: L-301A Pipeline												
MHL1A0030 PM:2	[L-301A] Pipe, Buried, L-301A. Mile Point 16.52 - 19.00 Leak Survey - Flamepack	Redacted Check calibration on HFI unit before surveying. Sign off calibration sheet and complete Pipeline Patrol Report Form F4111a.	4-1		3.75			2009201				0
<small>Crit:A CPUC PID:283081 Freq:6 Last:2008/10/28 Crew:1 OQ:08-01</small>												
MHL1A0040 PM:2	[L-301A] Pipe, Buried, L-301A. Mile Point 16.6 - 19.0 Leak Survey - Flamepack	Redacted on HFI unit before surveying. Sign off calibration sheet and complete Pipeline Patrol Report Form F4111a.	4-1		.25			2009201				0
<small>Crit:A CPUC PID:283081 Freq:12 Last:2008/04/24 Crew:1 OQ:08-01</small>												
Hollister District: L-301G Pipeline												
MHL1G0030 PM:2	[L-301G] Pipe, Buried, L-301G. Mile Point 16.34 - 18.67 Leak Survey - Flamepack	Redacted surveying. Sign off calibration sheet and complete Pipeline Patrol Report Form F4111a.	4-1		3.75			2009201				0
<small>Crit:A CPUC PID:383081 Freq:12 Last:2008/04/24 Crew:1 OQ:08-01</small>												
MHL1G0085 PM:2	[L-301G] Pipe, Buried, L-301G. Mile Point 16.34 - 18.0 Leak Survey - Flamepack	Redacted on HFI unit before surveying. Sign off calibration sheet and complete Pipeline Patrol Report Form F4111a.	4-1		.25			2009201				0
<small>Crit:A CPUC PID:383081 Freq:6 Last:2008/10/28 Crew:1 OQ:08-01</small>												
MHL1G0090 PM:2	[L-301G] Pipe, Buried, L-301G. Mile Point 18.4697 - 18.87 Leak Survey - Flamepack	Redacted calibration on HFI unit before surveying. Sign off calibration sheet and complete Pipeline Patrol Report Form F4111a.	4-1		1			2009201				0
<small>Crit:A CPUC PID:383081 Freq:6 Last:2008/10/28 Crew:1 OQ:08-01</small>												

Morning Break Start: _____ End: _____ Missed? Y / N Lunch Break Start: _____ End: _____ Missed? Y / N Afternoon Break Start: _____ End: _____ Missed? Y / N

Redacted

DS Signature: _____

I certify that I was given appropriate meal periods and breaks on the above work day.

CPUC And Maint. Records Complete? [] Date: 4-1-09 Times From: _____ To: _____ From: _____ To: _____

SB_GT&S_0064244

Redacted

BarID	Equip/Job Desc	Task Notes	Task Date	Travel	Wrench	OT Code	OT Reason	Order #	Class Code	Class Rate	Special Pay Notes	X
	Crit:A CPUC PID:383061 Freq:6 Last:2008/10/28 Crew:1 OQ:09-01											
MH----- EE:NPT	EE: Non Productive Time				1			10260				
	Hollister District: L-301A Pipeline											
MHL1A0050 PM:2	[L-301A] Pipe, Buried, L-301A. Mile Point 19.76 - 21.41 Leak Survey - Flamepack	Redacted unit before surveying. Sign off calibration sheet and complete Pipeline Patrol Report Form F4111a.	4-2		4.25			2009201				0
	Crit:A CPUC PID:383061 Freq:6 Last:2008/10/28 Crew:1 OQ:09-01											
MHL1A0060 PM:2	[L-301A] Pipe, Buried, L-301A. Mile Point 19.78 - 21.41 Leak Survey - Flamepack	Redacted unit before surveying. Sign off calibration sheet and complete Pipeline Patrol Report Form F4111a.	4-2		.25			2009201				0
	Crit:A CPUC PID:383061 Freq:12 Last:2008/04/25 Crew:1 OQ:09-01											
MHL1A0070 PM:2	[L-301A] Pipe, Buried, L-301A. Mile Point 24.12 - 24.84 Leak Survey - Flamepack	Redacted calibration on HFI unit before surveying. Sign off calibration sheet and complete Pipeline Patrol Report Form F4111a.	4-3		2.5			2009201				0
	Crit:A CPUC PID:383061 Freq:12 Last:2008/04/25 Crew:1 OQ:09-01											
	Hollister District: L-301G Pipeline											
MHL1G0050 PM:2	[L-301G] Pipe, Buried, L-301G. Mile Point 19.62 - 21.27 Leak Survey - Flamepack	Redacted calibration on HFI unit before surveying. Sign off calibration sheet and complete Pipeline Patrol Report Form F4111a.	4-2		.25			2009201				0
	Crit:A CPUC PID:383061 Freq:12 Last:2008/04/25 Crew:1 OQ:09-01											
MHL1G0070 PM:2	[L-301G] Pipe, Buried, L-301G. Mile Point 24.08 - 24.68 Leak Survey - Flamepack	Redacted on HFI unit before surveying. Sign off calibration sheet and complete Pipeline Patrol Report Form F4111a.	4-3		2.5			2009201				0
	Crit:A CPUC PID:383061 Freq:12 Last:2008/04/25 Crew:1 OQ:09-01											

Morning Break Start: _____ End: _____ Missed? Y / N Lunch Break Start: _____ End: _____ Missed? Y / N Afternoon Break Start: _____ End: _____ Missed? Y / N

Redacted Signature: Redacted

DS Signature: _____

I certify that I was given appropriate meal periods and breaks on the above work day.

CPUC And Maint. Records Complete? [] Date: 4-2-09 Times From: _____ To: _____ From: _____ To: _____

Pacific Gas and Electric Company
 2009 Local Transmission Leak Survey Log
 Area GT, Hollister Headquarters

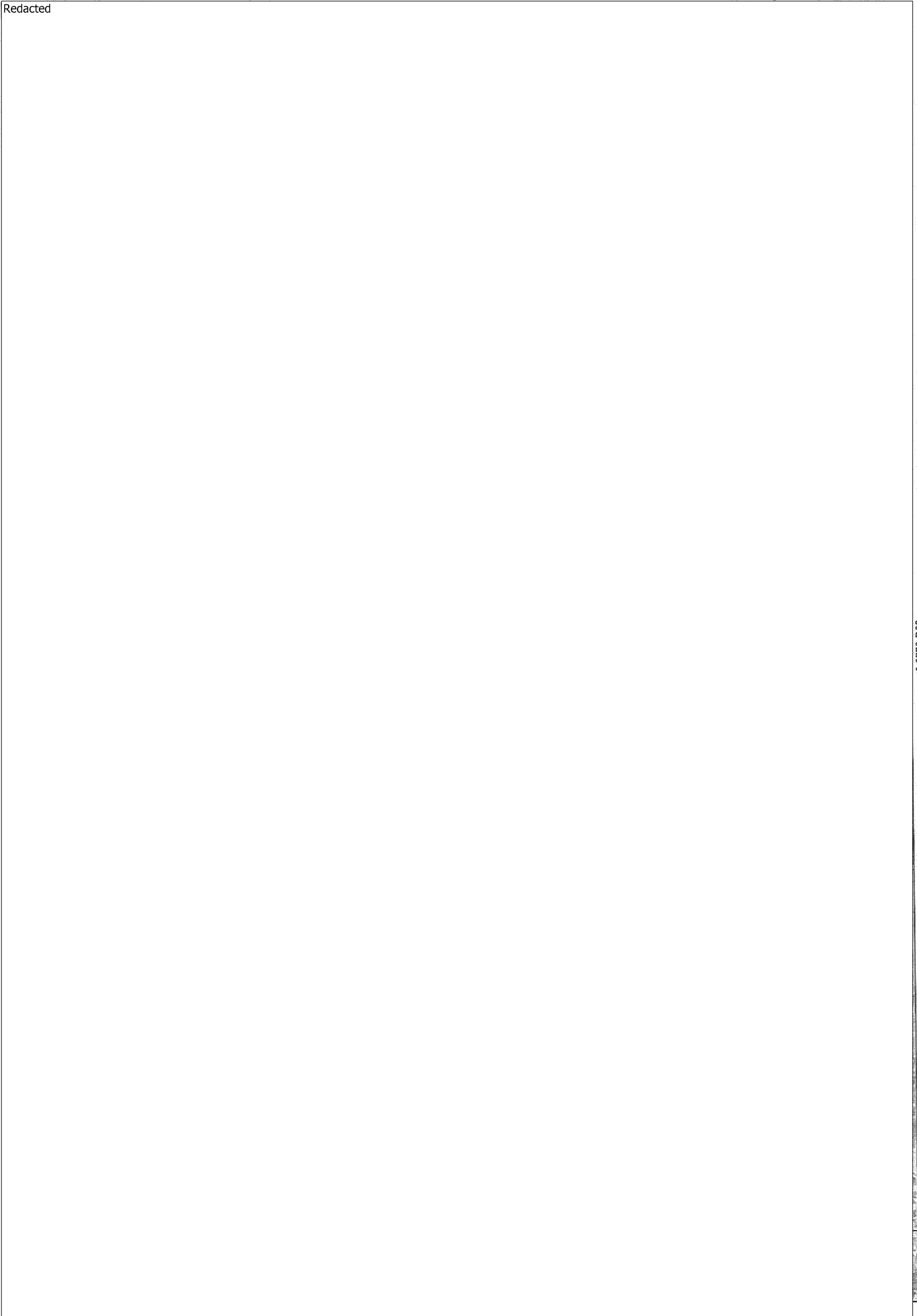
Source Database: GIS December 2008
 Domain Value: 2406
 Pipeline Group: Line 301G

Leak Survey Schedule:
 6 Month Survey 4 and 10
 Annual Survey 4
 5-Yr Survey Every Fifth 4 due in 2009

Date	Sequence Numbers	Survey Type (6mo, Ann, 5yr)	Surveyor LAN ID	Wind Start (MPH)	Wind Middle (MPH)	Inst Type	Inst S/N	Comments	Review Date	Reviewer LAN ID
4-1-09	40, 55, 56, 57	6 mo	Redacted	0	0	R	8000646008		4-30-09	Redacted
4-2-09	43, 44, 45, 37, 38	6 mo		2	2.5	R	8000646008		4-30-09	
4-1-09	50, 51, 58	Ann 6 mo		0	0	H	15D0549014		4-30-09	
4-3-09	30, 31, 24	6 mo		5	6	R	8000646008		4-30-09	
4-7-09	26, 27, 28, 29, 65	6 mo		3	3	R	8000646008		4-30-09	
4-7-09	1-24, 31-36, 38-40 41-43, 46-49, 51-53, 59-64	Ann		-	-	VA	-	NO Leaks	4-30-09	
10-6-09	24-27 57, 56, 59, 42	6 mo		0	0	HR	8000646008		10-12-09	
10-7-09	65, 29, 28, 51, 50, 58	6 mo		0	10.5	HR	8000646008		10-12-09	
10-8-09	38, 37, 45, 44, 43 31, 30	6 mo		4	8	HR	8000646008		10-12-09	

Hollister, 2406, Line 301G
 Source Data: December 2008

Redacted

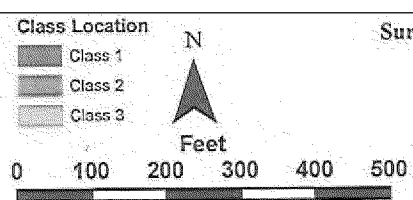


3-3778-D02

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- | | | |
|-----------------------------|---------------------------------|-----------------|
| Leak Survey Pipe | Transmission Stations | Main Line Valve |
| ***** 5 Year | District Reg Stations | Valve |
| ----- Annual | Cathodic Protection - Anode | Inspection |
| ----- Semi-Annual | Cathodic Protection - ETS | Leak |
| All other Pipeline | Cathodic Protection - Rectifier | Service Taps |
| ----- Pipe Line Casing | Insult | Well |
| ----- HCA Pipeline (Annual) | Segment Nodes | |

Hollister District
Walnut Creek Mapping Office
Gas Transmission & Distribution
System Integrity
Geographic Information Services



Survey Group: Line 301G
Sequence Number: 54

Hollister District
2406
Map Number: 54

Attachment 5

PLM Work Request

CONFIDENTIAL - Provided Pursuant to P.U. Code §583

Request ID: 173951

Status: Scheduled

Request Section

District: <u>MH - Milpitas/Hollister</u>	Requested Priority: <u>3-P System</u>
Group: <u>HOL-Hollister District</u>	Request Date/Time: <u>Mar 24 2011 7:36AM</u>
Facility: <u>G37-PLS-6A</u>	Requestor's LAN ID: <u>Red</u>
Bar Id: <u>MHHOL-G37</u>	Requestor's Phone: _____
Tag No.: _____	Est Hrs.: _____
	Keep Me Posted: _____
Equipment Desc: <u>PLS-6A</u>	
Failure / Request: <u>Install warning stickers @ MP 436.73 on both end of the Span.</u>	
Job Requirements	
OQ Skill Required: <u>XX-XX</u>	Order Number: _____
Clearance Required: _____	Clearance Number: _____
Form Required: _____	Form Number: _____
Outage Required: _____	Hazardous Condition Report: _____
	Requested Crew Size: _____
	All Required Parts In Stock: _____
	USA Required: _____

Plan Section

Approved Priority: <u>2-G Maintain Compliance</u>	Work Category: <u>Compliance</u>	Est. Wrench Hours: <u>0.5</u>
Approved By: <u>Redacted</u>		Approved Date: <u>03/23/2011</u>
Assigned To: <u>cted</u>		
Scheduling Notes: <u>Auto Scheduled: No notes.</u>		
Department: <u>3</u>	Planned Crew Size: <u>1</u>	
Early Start Date: <u>03/24/2011</u>	Latest Finish Date: <u>03/24/2011</u>	

Hold Section

Hold Reason: _____	SAP Shopping Cart Number: _____
Expected reschedule Date: _____	Actual Wrench Hours to Date: _____

Completion Section

Failure Code (Circle)	Communication	Electrical	<u>NonFailure-Maint</u>	Recorded Failure Code:
Controls	Mechanical	Project	Air Patrol Response	Performed By: <u>Redacted</u>
Corrosion	Third Party	Operations		Performed Date: <u>3-24-11</u>
What was found / What was done / How was it left:				
<u>Installed "Warning"</u>				
<u>STICKERS ON SPAN 436.73</u>				
IS THIS WORK REQUEST COMPLETE. <u>YES</u> / NO				
Travel Time: <u>1</u> YTD: _____				
Wrench Time: <u>.5</u> YTD: _____				