



Title: Clarification for Gas Transmission Stations Maintenance and Replacement of Maintenance Forms

Check all appropriate boxes

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| <input type="checkbox"/> SAFETY ALERT | <input checked="" type="checkbox"/> GAS | <input type="checkbox"/> DISTRIBUTION | <input type="checkbox"/> SUBSTATION ENGR. |
| <input checked="" type="checkbox"/> MANDATORY COMPLIANCE | <input type="checkbox"/> ELECTRIC | <input checked="" type="checkbox"/> TRANSMISSION | <input type="checkbox"/> TRANS./SUB. M&C |
| <input type="checkbox"/> RECOMMENDED ACTIONS | <input type="checkbox"/> ESTIMATING | <input type="checkbox"/> OPERATIONS | <input type="checkbox"/> APPLICANT DESIGNER / |
| <input checked="" type="checkbox"/> INFORMATIONAL / CLARIFICATION | <input type="checkbox"/> MAPPING | <input type="checkbox"/> SERVICE | CONSTRUCTION |

The purpose of this bulletin is to notify users of Utility Procedure TD-4430P-02, "Gas Transmission Stations Inspection, Testing, and Maintenance Procedures" of the following changes.

Change #1: The following paragraph is added to Section 3.

6. The lead qualified mechanic on the crew and the supervisor must sign or initial and date all maintenance records, along with their printed LAN IDs. All entries and signatures must be made with non-erasable ink. Maintenance records must be filed in the station's file folder.

Change #2: Section 5.3 is revised to read;

5.3 Class B Inspections – Internal

Class B internal inspections of all main gas regulators, monitors, and reliefs are to be conducted in accordance with TD-4540P-04 every 5 years.

Exception: Class B internal inspections of regulators, monitors and reliefs on auxiliary systems (e.g., fuelracks) are required only for cause. Cause may include the following problems:

- Inability to fully stroke the valve.
- Excessive mechanical noise or vibration.
- Rough operation.
- Inability to maintain the set point.
- Inability to reasonably shut off the flow of gas.

Follow the manufacturer's procedures for conducting an internal inspection. The manufacturer's recommended spare parts must be on-hand before regulating device teardown, unless the device can be taken out of service for an extended period.

After the regulating device is reassembled, conduct the operating tests specified in the Class A diagnostics.

Change #3: Replacements for the following maintenance forms (F01 through F07) have been issued and posted on the Technical Information Library. These changes incorporate input/comments received from field personnel.

- [Attachment 1 \(Form TD-4430P-02-F01\), "Technical Maintenance Equipment Card"](#)
- [Attachment 4 \(Form TD-4430P-02-F02\), "Gas Facilities Station Maintenance Report"](#)
- [Attachment 8 \(Form TD-4430P-02-F03\), "Valve Actuator Maintenance Record"](#)
- [Attachment 9 \(Form TD-4430P-02-F04\), "Self-Contained Regulator Valve Maintenance Record"](#)
- [Attachment 10 \(Form TD-4430P-02-F05\), "Self-Contained Monitor Valve Maintenance Record"](#)
- [Attachment 11 \(Form TD-4430P-02-F06\), "Self-Contained Relief Valve Maintenance Record"](#)
- [Attachment 12 \(Form TD-4430P-02-F07\), "Package Regulator/Relief Valve Maintenance Record"](#)


Approved by:



Date: (2/1/2010)

Author: 

If you have any questions about this bulletin, please call the employee(s) listed below:

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