

**Gas Station Facilities Inspection, Testing,
and Maintenance Procedures,
Attachment 5**

Utility Procedure: TD-4430P-02
Effective 1/1/2010

SAMPLE GAS FACILITIES STATION MAINTENANCE REPORT (FORM TD-4430P-02-F02)

TYPE OF STATION Regulator Station LOCATION Gold Hill DATE 1/4/10
 FORM TO BE USED AT STATIONS, LOAD CENTERS, AND TERMINALS. REFER TO TD-4430P-02. YEAR 2010

TYPE OF VALVE (eg. or, ball, etc.)	VALVE NUMBER	TEMP. CONDITION (Leads, etc.)	VALVE BE CLOSED	VALVE THROTTLED	VALVE ASPLATER INSPECTED	AS FOUND SLIPPOINT		AS IFF SETPOINT		DATE INITIATED	OPERATIONAL FUNCTIONING OF CONTROL SYSTEMS				
						SETPOINT	ACTUAL SETPOINT	SETPOINT	ACTUAL SETPOINT		SCOURING/FLUSH	POSTCHECK	CONTROL TRANSFERS FROM SETTERS	GAS SWTP CHECK	
OR	6		Y	Y	Y	3300	3300	3300	3300	2/2/10	✓	✓	✓	✓	N/A
OR	7		Y	Y	Y	3300	3300	3300	3300	2/2/10	✓	✓	✓	✓	N/A
OR	20		N/A	N/A	N/A	600	600	600	600	2/2/10	✓	✓	✓	✓	N/A
OR	21		N/A	N/A	N/A	600	600	600	600	2/2/10	✓	✓	✓	✓	N/A
OR	22		Y	N	N	2100	2100	2100	2100	2/2/10	✓	✓	✓	✓	N/A
OR	23		Y	Y	Y	2100	2100	2100	2100	2/2/10	✓	✓	✓	✓	N/A
OR	24		Y	Y	Y	6000	6000	6000	6000	2/2/10	✓	✓	✓	✓	N/A

MAIN GAS EQUIPMENT		COMMENTS
FILTER/SEPARATOR/OTHER	Inspected	
Filter 2/2/10	✓	Standard check
Separator 2/2/10	✓	Standard check
Trap 2/2/10	✓	Inspected in position found

GENERAL STATION CONDITION ISSUES (if not OK, indicate condition found)	
Faring & Gases	OK [X]
Yard/Landscaping	OK [X] <i>Yard maintained, general area clean, no debris, no weeds, no trash.</i>
Piping & Valves	OK [X]
Piping Air Condition	OK [X]
Building/Canot	OK [X] N/A []
Vaults	OK [] N/A [X]

NOTES:

- 1) USE THIS FORM WHEN ANNUAL MAINTENANCE IS PERFORMED AT A FACILITY WHICH HAS CONTROL OPERATED PRESSURE REGULATING, PRESSURE RELIEF, AND/OR PRESSURE MONITORING EQUIPMENT.
- 2) RETAIN THIS FORM FOR RECORDKEEPING PURPOSES IN THE DISTRICT'S DIVISION'S HISTORY FILE.
- 3) CONTROL VALVES WITH MULTIPLE FUNCTIONS (I.E., PRESSURE CONTROL WITH LOW OR BACK-PRESSURE CONTROL), MUST HAVE A SEPARATE ENTRY TO EACH CONTROL FUNCTION.
- 4) THE APPROPRIATE COLUMNS MUST BE DATED BY THE INDIVIDUAL PERFORMING THE MAINTENANCE WORK AND A LOG OF THE WORK PERFORMED MUST BE ENTERED AND INITIALED AS REQUIRED IN THE REMARKS SECTION ON PAGE 2.
- 5) ANY CLARIFICATION OF MAINTENANCE PERFORMED OR COMMENTS MUST BE ENTERED IN THE REMARKS SECTION ON PAGE 2 PRECEDED BY AN APPROPRIATE CROSS REFERENCE.

SAMPLE GAS FACILITIES STATION MAINTENANCE REPORT (FORM TD-4430P-02-F02)

TYPE OF STATION Regulator Station LOCATION Gold Hill DATE 1/4/10

G.S. NUMBER	DEHYD		FILTER		1st Slg REGS / RELIEFS			2nd Slg REGS / RELIEFS			3rd Slg REGS / RELIEFS			DATE/INITIAL	GENERAL CONDITION (LEAKS, ETC.) Include any additional information below, if appropriate
	Check	Replace	Check	Replace	Check	Service	As Found	As Set	As Found	Service	As Found	As Set	As Found		
Devco Tag															
2000-2	✓		✓		✓		250.0							1/4/10	
2000-2					✓		250.0							1/4/10	
2000-3						✓	250.0	250.0						1/4/10	
2000-4						✓	250.0	250.0						1/4/10	
2000-1					✓		250.0							1/4/10	
2000-2					✓		250.0	250.0						1/4/10	

GAS SUPPLIES

SCADA EQUIPMENT Service &/or Calibration		
RTU	Power Backup	Battery Check
1000	✓	✓

TRANSDUCERS 3-10 M/DILLOK	As Found			As Lvl.			DAIL / INITIAL
	Operating Pressure (psig)			Operating Pressure (psig)			
	2%	50%	100%	0%	50%	100%	
2000-1	0.0	250.0	250.0	0	250	250	1/4/10
2000-2	0.0	250.0	250.0	0	250	250	1/4/10
2000-3	0.0	250.0	250.0	0	250	250	1/4/10

REMARKS: